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Educational Programs Information Center Directory: A Directory of Educational Institutions and Training Programs on Long Island with Information on Selected Occupational Fields of Special Interest to Women.

State Univ. of New York, Farmingdale. Agricultural and Technical Coll.

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Identifiers-New York State

A directory of educational institutions and training programs on Long Island, New York, is intended to meet special needs of women--retraining for new job skills, preparation for retirement, and education for mature women. It offers a comprehensive listing of universities, four- and two-year colleges, university extension programs, public adult education schools, community agencies, and private schools. There is also a listing of selected occupational fields of special interest to women--education, librarianship, social service, and data processing. Included, too, is a list of places where programs of study are available. A resource section enumerates helpful services and sources of information and describes special ways of achieving educational objectives. An index is included. (nl)

ED0 23989

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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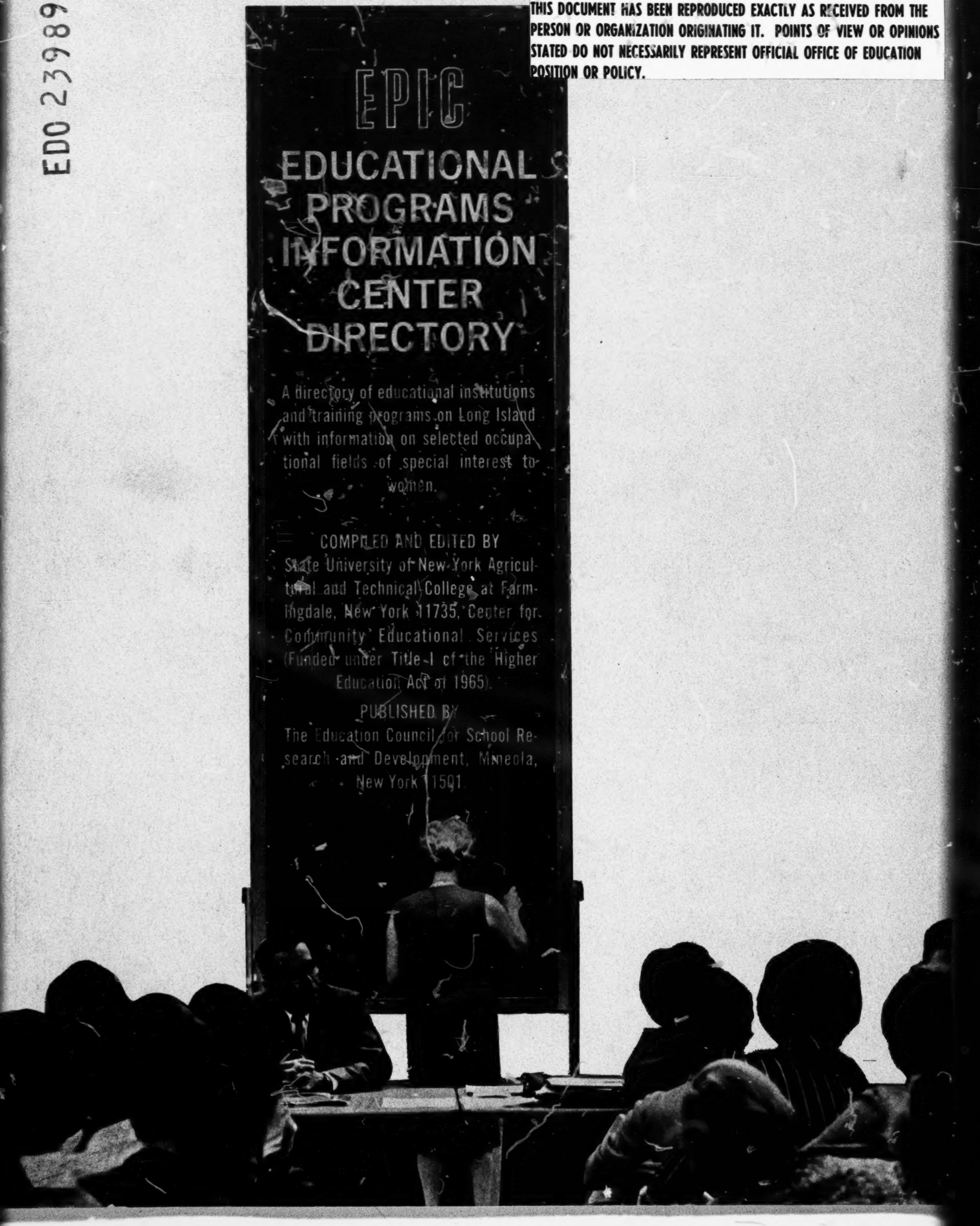

EPIC

EDUCATIONAL PROGRAMS INFORMATION CENTER DIRECTORY

A directory of educational institutions and training programs on Long Island with information on selected occupational fields of special interest to women.

COMPILED AND EDITED BY
State University of New York Agricultural and Technical College at Farmingdale, New York 11735, Center for Community Educational Services (Funded under Title I of the Higher Education Act of 1965).

PUBLISHED BY
The Education Council for School Research and Development, Mineola, New York 11501

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IN APPRECIATION - A DEDICATION

Sylvia Rosen Kaplan

This EPIC Directory is dedicated to Mrs. Sylvia R. Kaplan, Assistant Dean of the Evening College, and Project Director, who identified the need for and conceived the idea of the project, as well as wrote sections of the directory. She died, suddenly, during its final week of preparation. Her quick intelligence, boundless energy, and outstanding creative talents earned her a national reputation in the field of continuing education for women, and her remarkable ability and personal warmth earned her the respect and affection of all her colleagues and students.

MESSAGES

From The President

The State University Agricultural and Technical College at Farmingdale, New York, through its Evening College, has recognized the need for and has compiled this directory of educational opportunities for the adults of Long Island.

The ever expanding curriculum offerings for part-time students at the several public and private educational institutions provides lifelong educational opportunities for the residents of Long Island, and is in keeping with the State University motto, "Let Each Become All He Is Capable Of Being." The EPIC Directory mirrors this philosophy by providing the first phase--making knowledge available of the academic offerings in a single guidebook.

Charles W. Laffin, Jr.
President
State University
Agricultural and Technical College
Farmingdale, New York

Charles W. Laffin Jr

From The Dean

The Evening College is proud of its part in the production of EPIC, a much needed resource for adults on Long Island, particularly for mature women, who are searching for some form of continuing education. Its publication symbolizes the Evening College philosophy of giving maximum help to all who want education at any level.

I would not be satisfied if I did not give personal expression to three unusual women, Mrs. Sylvia R. Kaplan, Mrs. Beverly Fuchs and Mrs. Lilly Cohen, whose initiative, diligence, and dedicated hours of work are the real reason for the scope of this publication, its accuracy and organization.

Dr. James F. Nihan
Dean
Evening College
State University
Agricultural and Technical College
Farmingdale, New York

James F. Nihan

ACKNOWLEDGMENTS

This project was made possible by a grant under Title I of the Higher Education Act of 1965, to the State University of New York Agricultural and Technical College at Farmingdale, Dr. Charles W. Laffin, Jr., President. This funded program was implemented by the Center for Community Educational Services, Evening College, Dr. James F. Nihan, Dean. Their cooperation and that of many individuals and departments at Farmingdale contributed greatly to its success.

Mrs. Sylvia R. Kaplan, Assistant Dean of the Evening College, wrote the proposal and served as Project Director. Mrs. Beverly Fuchs, Coordinator of Programs under Title I, had responsibility for implementation of the project, and Mrs. Lilly Cohen was Editor of the Directory.

This directory could not have been produced without the cooperation of the many people interviewed on college campuses and in community agencies.

A particular debt is owed to the twelve volunteers who did the data abstraction and the interviewing of college personnel. Six volunteers were participants in the Social Science Research Technician Training Program at Hofstra University, directed by Dr. J. Richard Block. Their efforts were considered part of the required field work for that program. Professor Block was also helpful in the planning stages. The volunteers from the Hofstra program were: Mrs. Joyce R. Adler of Freeport; Mrs. Peggy L. Dennis of Garden City; Mrs. June Keller of Port Washington; Mrs. Shirley Rothenberg of North Bellmore; Mrs. Ruth Eckstein of East Meadow, and Mrs. Helene Denny of Hempstead, who developed the material on health service careers in addition to the regular assignment.

Five volunteers from the Huntington Branch of the American Association of University Women participated in accordance with the AAUW's national commitment to develop information on education and employment for the mature woman. Mrs. Robert T. Morrison, President of New York State Division, was instrumental in developing this cooperative effort. Their efforts were coordinated by Mrs. Mary O'Halloran, Area Representative for Education. In addition to Mrs. O'Halloran, the AAUW volunteers were: Mrs. Jean M. Lastra of Huntington Station; Mrs. Doris Lessuck of Huntington; Mrs. Rosemarie Nolan of Halesite; Mrs. Emily Youngquist of Huntington.

Editorial assistance was contributed by Mrs. Mary Egginton, Director of The Nassau County Vocational Center for Women, and Mrs. Ruth Harnett, Associate Director; Mrs. Charlotte Behrendt of Roslyn and Mrs. Elsie Carlton of East Meadow.

The preparation of the manuscript was handled by Mrs. Evelyn Kutcher and Mrs. Evelyn Morgan, efficient and dedicated secretaries to the Title I projects.

Publishing and distribution were undertaken by The Education Council for School Research and Development (TEC), under the direction of Dr. Kenneth J. Dunn, the Executive Director. Mrs. Margaret J. Reddy, TEC's Administrative Assistant for Publications, was in charge of production and Mrs. Arlene B. Soifer did the final editing for TEC. Particular recognition is due to Mr. Abraham Hammer, alumnus of many workshops of State University of New York Agricultural and Technical College at Farmingdale, who contributed the cover photograph.

BY THE WAY OF INTRODUCTION

In today's fast-moving educational world, the compilation of any directory is a hazardous task. New degrees, new courses, and new programs develop so quickly that this publication is offered with the proverbial railroad timetable caution--"subject to change without notice."

On the other hand, institutions are stable, and the concept of continuing education is one to which we are unwaveringly committed.

In dealing with thousands of adults in the Evening College, from young men and women just over eighteen who may or may not have completed high school to men and women in their seventies, it has been our experience that they are highly motivated to learn, learn well, and find in their lives enrichment beyound the immediate scope of the subject matter that they are studying.

The changing role of men and women in our society, the added leisure, increased longevity (and, particularly for the woman, the long span of years she has when her family no longer requires all her time)--these factors, plus changing needs in the job market, have led many adults on a search often frustrating and undefined.

Through special workshops at the College we have tried to fill some of the special needs--retraining for new job skills; preparation for retirement; education for mature women.

These workshops gave us many insights into the anxieties, doubts, and practical problems of men and women who wish to resume or continue their education. One of their most important needs, we discovered, was a central source of information on educational opportunities on Long Island; how to find out which institutions give what programs; where to get training in a particular skill; the meaning of matriculation, transfer credits and other terms.

By collecting and organizing the information as we have in this guidebook, we hope to help the mature woman and other adults to be able to check easily what is available for their educational and vocational needs. Perhaps new ideas will be suggested to them, and they will establish a frame of reference from which to seek further information and guidance.

This directory, hopefully, will also be of service to counselors, librarians, and others who guide and direct adults.

State University Agricultural and Technical College at Farmingdale, and particularly the Evening College, feels privileged to have this opportunity to help more adults on the road to lifelong learning.

Sylvia R Kaplan

Sylvia R. Kaplan
Assistant Dean
Evening College
and Project Director

How To Use This Directory

The mature women seeking to return to the labor market after many years may find that some form of education or training often is a necessary first step; whether it be a single course or a degree program. The aim of this guidebook is to help her locate the most appropriate program for her individual needs. To accomplish this we have included:

1. A directory of educational institutions on Long Island, which offers a comprehensive listing of universities, four-and two-year colleges, university extension programs, public adult education schools, community agencies and private schools, covering a wide range of opportunities.

2. A listing of selected occupational fields of special interest to women, and where these programs of study are available on Long Island. These career areas were chosen because they are in demand fields, both in traditional occupations for women, such as education and librarianship, and in newer job categories, such as social service and data processing. (Note: This information is listed both under the educational institution and under the occupational field.)

3. A resource section of important information for the "returner" to education enumerates helpful services and sources of information, and also describes special ways of achieving educational objectives.

4. An index is included for ready reference.

We hope that this compilation will familiarize the reader with the vocabulary of continuing education, increase her awareness of the many opportunities that exist and are developing for women today and encourage her to further exploration. We hope that we have strengthened the reader's determination "to do something," and to develop realistic objectives. Armed with facts and determination, reading a college catalog for specific information, or making an inquiry through a busy school switchboard may now seem less frustrating.

Lilly Cohen
Editor
EPIC Directory

Lilly Cohen

II. DIRECTORY OF HIGHER EDUCATIONAL INSTITUTIONS ON LONG ISLAND

NASSAU COUNTY

Page	Name of Institution	Degrees Granted
	• Universities	
11	Adelphi University Garden City, New York	A.A.S., B.A., B.S., B.B.A., M.A., M.S., M.S.W., Ph.D., Teacher Certification
12	Hofstra University Hempstead, New York	B.A., B.S., B.B.A., M.A., M.S. M.B.A., Ed.D., Ph.D., Professional Diploma
13 16	Long Island University, including C.W. Post College Brookville, New York	B.A., B.S., M.A., M.S., M.B.A.
	• Four-Year Colleges	
14	Friends World College Westbury, New York	B.A.
15	Molloy Catholic College for Women Rockville Centre, New York	B.A., B.S.
15	New York Institute of Technology Old Westbury, New York	B.A., B.S., A.A.S.
17	State University of New York College at Old Westbury Old Westbury, New York	B.A.
18	United States Merchant Marine Academy Kings Point, New York	B.S.
19	Webb Institute of Naval Architecture Glen Cove, New York	B.S., M.S.
	• Two-Year Colleges	
18	Nassau Community College Garden City, New York	A.S., A.A.S.
	• Other Institutions of Higher Learning	
19	State University of New York at Planting Fields Oyster Bay, New York (Temporary headquarters for State University of New York at Old Westbury)	

QUEENS COUNTY

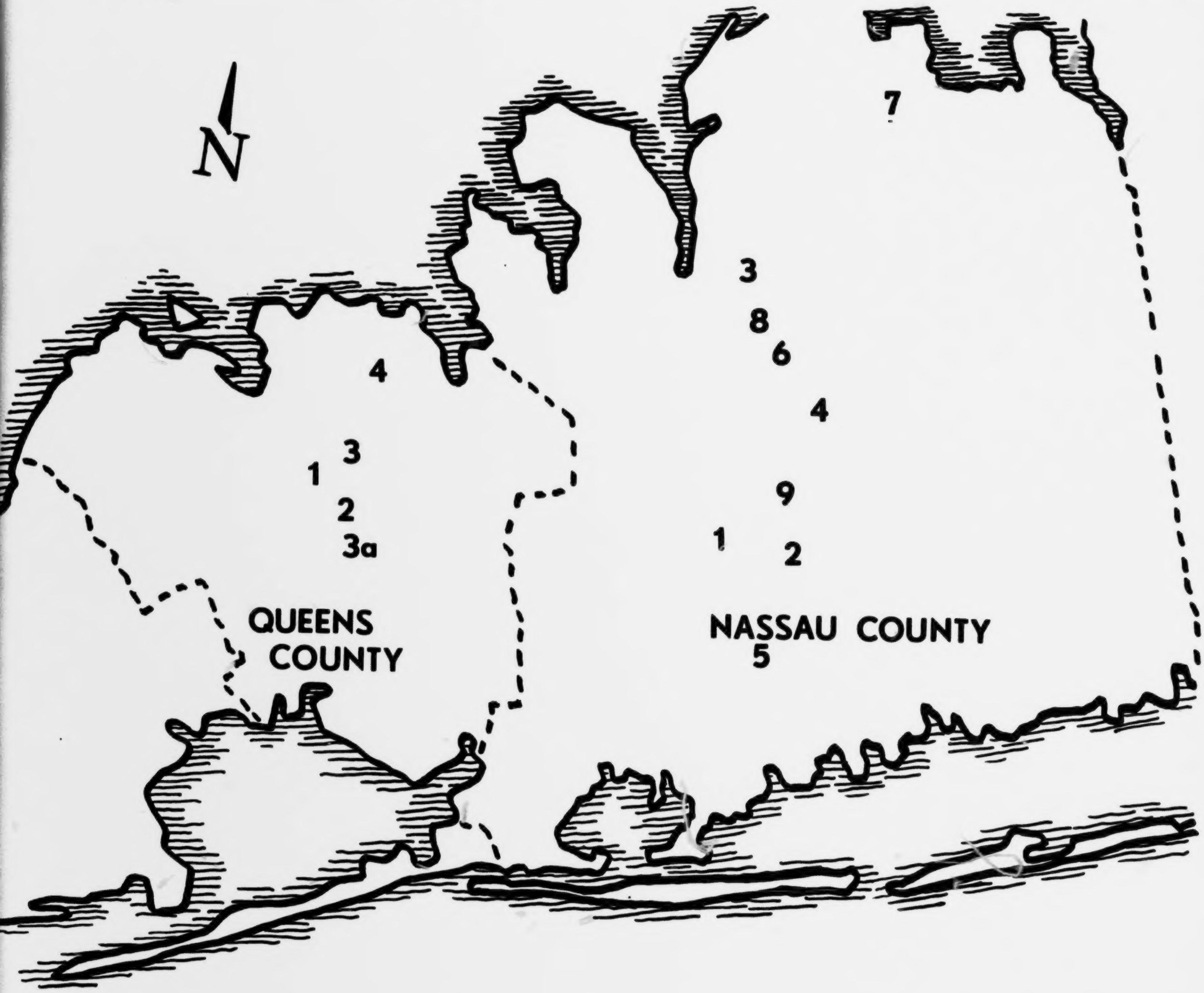
Page	Name of Institution	Degrees Granted
	• Universities	
20	Queens College of the City University of New York Flushing, New York	B.A., B.S.E., M.A., M.L.S. M.S.E., Professional Certificate
21	St. John's University Jamaica, New York	A.A., A.A.S., B.S., B.F.A., M.S. M.A., M.L.S., M.B.A., Ed.D. Ph.D., LL.B., Professional Certificate, Diploma
	• Four-Year Colleges	
23	York College of the City University of New York Jamaica, New York	B.A., B.S.; by 1972, M.A., M.S. and M.S. in Education. (Participation in CUNY doctoral programs is planned.)
	• Two-Year Colleges	
23	Queensborough Community College Bayside, New York	A.A.S., A.S., A.A.

SUFFOLK COUNTY

Page	Name of Institution	Degrees Granted
	• Universities	
24	Polytechnic Institute of Brooklyn Graduate Center Farmingdale, New York	M.S., Ph.D.
25	State University of New York at Stony Brook Stony Brook, New York	B.A., B.S., B.E., M.A., M.S., Ph.D., Teacher Certification
	• Four-Year Colleges	
26	Brentwood College Brentwood, New York	B.S. in Education
27	Dowling College [formerly Adelphi-Suffolk College] Oakdale, New York	B.A., B.S., Non-professional Certificate
28	Southampton College of Long Island University Southampton, New York	B.A.

- Two-Year Colleges

28	State University of New York Agricultural and Technical College Farmingdale, New York	A.A.S., A.S., Non-professional Certificate
30	Suffolk Community College Selden, New York	A.A.S., A.A., A.S., Non-professional Certificate



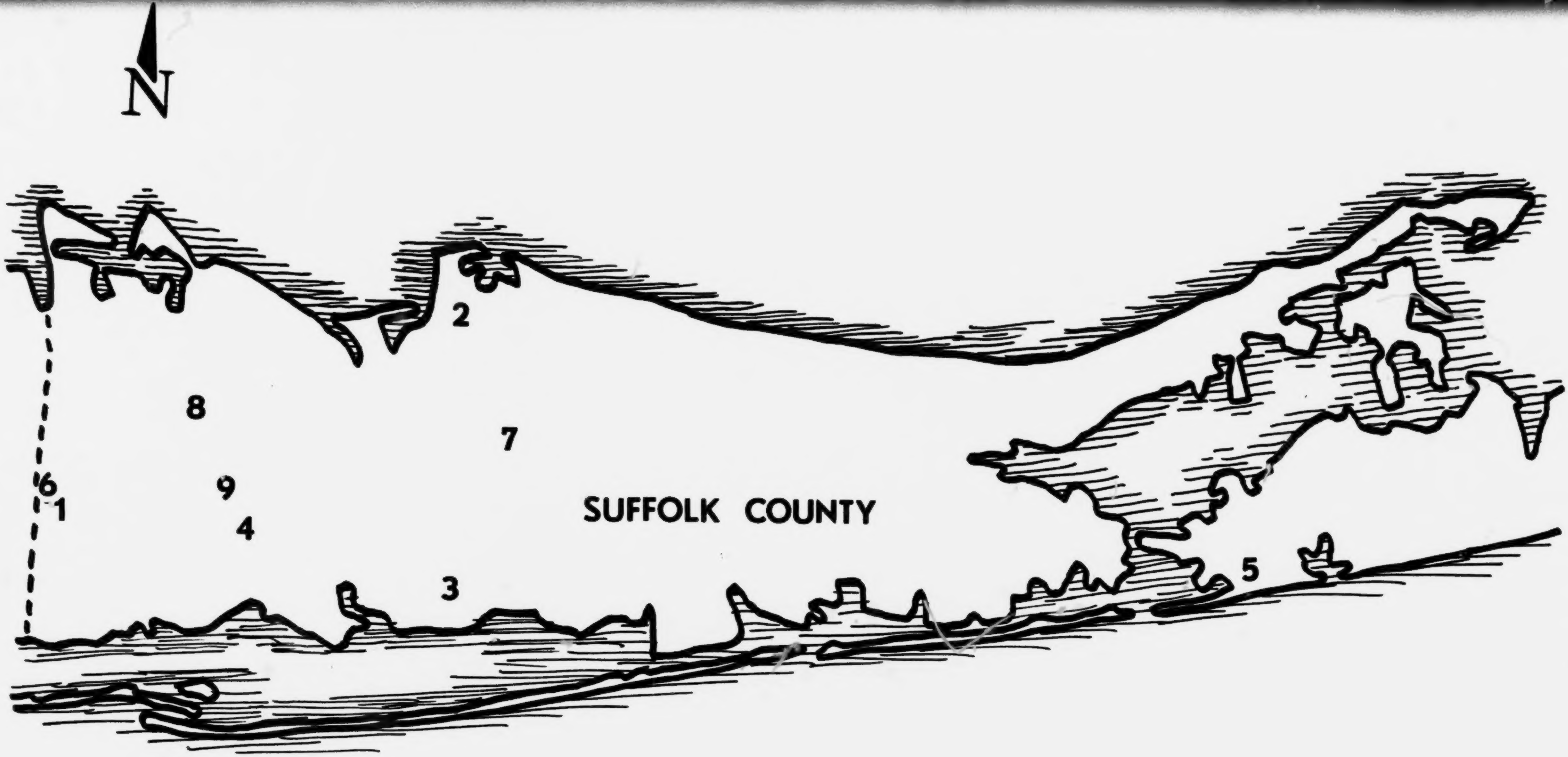
NASSAU COUNTY

1. Adelphi University, Garden City
2. Hofstra University, Hempstead
3. Long Island University Graduate Schools and C.W. Post College, Brookville
4. Friends World College, Westbury
5. Molloy Catholic College for Women, Rockville Centre
6. State University of New York at Old Westbury, Old Westbury
7. State University of New York at Planting Fields, Oyster Bay
8. New York Institute of Technology, Old Westbury
9. Nassau Community College, Garden City

QUEENS COUNTY

1. Queens College of the City University of New York, Flushing
2. St. John's University, Jamaica
3. York College of the City University of New York, Bayside
4. Queensborough Community College, Bayside

3a. Future site in Jamaica for York College



SUFFOLK COUNTY

1. Polytechnic Institute of Brooklyn, Graduate Center, Farmingdale
2. State University of New York at Stony Brook, Stony Brook
3. Dowling College (formerly Adelphi-Suffolk), Oakdale
4. Brentwood College, Brentwood
5. Southampton College of Long Island University, Southampton
6. State University of New York Agricultural and Technical College, Farmingdale
7. Suffolk Community College, Selden
8. Hofstra Extension at Commack
9. C.W. Post Extension, Brentwood

B. List of Higher Educational Institutions on Long Island

The following pages will serve as a guide to the twenty-two institutions of higher learning in Nassau, Queens, and Suffolk Counties. It is a comprehensive listing, including every two-year college, four-year college and university, large and small, private and public. Descriptive information and basic facts of interest are included, and special programs and services for adults are featured.

In addition, there is a list of degrees offered at each institution in certain fields. Since it would be too unwieldy to list every academic area, the fields included are from a selected list, developed for the EPIC directory, which focuses on vocationally oriented programs. Section IV gives information, cross-referenced, by occupational field. Users of these institutional fact sheets, however, are reminded to remember that the fields listed for each institution are only those from the selected list of over forty-seven fields. On each fact sheet is a suggestion that reference be made to the specific catalog of each institution for complete course offerings.

This information is as accurate and up-to-date as possible. The data were abstracted from dozens of catalogs and brochures, and then followed up through personal interviews on every campus. The titles, rather than names of persons to be contacted, are used to avoid confusion.

IMPORTANT NOTE: Not all the programs listed in these pages are regular college courses. Some are non-credit workshops, and some are certificate programs. In the following sections, public school adult education courses, and programs offered by community agencies and organizations are included, and in the "Occupational Fields" category, many non-degree courses can be found. While some jobs do demand a bachelor's degree and others a master's degree, two-year associate degree programs open many doors. There are also many,many positions available to people with high school education and less, but with specialized training. There are courses in which skills can be acquired and/or improved. The aim of this EPIC directory is to present educational possibilities on all levels.

C. Explanation of Degrees

A.A.*	Associate in Arts
A.A.S.*	Associate in Applied Science
A.S.*	Associate in Science
B.A.	Bachelor of Arts
B.S.	Bachelor of Science
B.E.	Bachelor of Engineering
B.S. in Ed.	Bachelor of Science in Education
B.S.E.	Bachelor of Science in Engineering
B.F.A.	Bachelor of Fine Arts
B.B.A.	Bachelor of Business Administration
LL.B.	Bachelor of Law
M.A.	Master of Arts
M.S.	Master of Science
M.B.A.	Master of Business Administration
M.L.S.	Master of Library Science
M.S.W.	Master of Social Work
M.S.E.	Master of Science in Engineering
M.S. in Ed.	Master of Science in Education
Ed.D.	Doctor of Education
Ph.D.	Doctor of Philosophy
J.D.	Doctor of Jurisprudence

Professional Certificate - is granted upon completion of certain credit and experience requirements beyond the master's degree.

Professional Diploma - is granted for thirty or more credits completed beyond the master's degree.

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*Associate degrees are given in two-year colleges, and some four-year colleges, upon completion of a given course of study of approximately sixty to seventy credits. Some credits are transferable in full, and some in part, towards a baccalaureate degree.

Teacher Certification - is granted by the New York State Education Department. For details write to: Division of Teacher Education and Certification, State Education Department, Albany, New York 12204.

Certificates (non-professional) - differ from degree programs. They consist of a core group of technical courses with required general academic courses, or a minimum of these. The number of credits required for a particular certificate varies with the curriculum and the school. There are one-year, two-year and three-year certificate programs. Special certificates may also be granted for short-term, occupationally oriented workshops.

Note: The following abbreviations will be used in the fact sheet on Occupational Fields, page 52.

CUNY	City University of New York
SUNY	State University of New York (with location)
LIU Graduate School	Long Island University Graduate School at Merriweather Campus
PIB Graduate Center	Polytechnic Institute of Brooklyn, Long Island Graduate Center.

College catalogs, as well as individual brochures and leaflets, are available at no cost on request. Be sure to ask for whatever printed information is available when you inquire.

D. Fact Sheets for Higher Educational Institututions in Nassau County

ADELPHI UNIVERSITY

Garden City, New York 11530
516-747-2200

Description: Private institution, coeducational. Total enrollment 8400.

Schools: College of Arts and Sciences, Graduate School of Arts and Sciences, University College, School of Business Administration, School of Nursing, School of Social Work. (Non-credit courses, when available, are offered through University College.) University College offers part-time degree programs for adults both day and evening. Every effort is made to schedule programs to meet the individual needs of students.

For Information and Guidance, contact: Office of Admissions, 516-747-2200. Older students should see a University College counselor in the Office of University Admissions. All candidates are then referred to an advisor in their specific field of interest.

Tuition: $50 per undergraduate credit hour, plus fees; $52 per graduate credit hour, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Adelphi listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Early Childhood Teacher	B.A., M.A.
Elementary Education Teacher	B.A., M.A.
Secondary Education Teacher	B.A., M.A.
Education--Non-Teaching Fields	
Experimental Psychology	M.S., Ph.D.
School Psychology	Ph.D.
Education--Specialized Teaching Fields	
Mentally Retarded	M.S.
Health and Physical Education	B.A., M.A.
Music	B.A.
Reading	M.S.
Speech and Hearing Rehabilitation	B.A., M.S.

Programs	Degrees
Social Work	B.S., M.S.W.
Health Services	
Psychiatric Nursing	M.S.
Medical Surgical Nursing	M.S.
Registered Nurse Four Years (R.N.)	B.S.
Business	
Accounting	B.B.A., M.B.A.
Management	B.B.A., M.B.A.
Real Estate--Appraising and Valuations	Non-professional Certificate
Business Administration	A.A.S.
Radio and TV (Part of Speech and Drama Program)	B.A.
Theatre Arts	M.A.

HOFSTRA UNIVERSITY
1000 Fulton Avenue
Hempstead, New York 11500
516-560-0500

Description: Private, coeducational. Total enrollment 11,000. Undergraduate day and evening enrollment 7000; graduate day and evening enrollment 4000.

Schools and Divisions: New College of Hofstra, University College, School of Business, School of Education, Hofstra College of Liberal Arts and Sciences. Divisions: Humanities, Natural Sciences, Mathematics and Engineering, Social Sciences.

Institute for Community Education: Offers non-credit courses to the general public. Drama and art workshops, reading for adults, Professional Engineering review, courses in government contracts, advanced courses in real estate, and insurance courses at all levels.

University College: Offers degree courses in late afternoon and evening on a part-time basis. Part-time students may also attend during the day. Past undergraduate credits taken may be transferred to Hofstra.

Special Program for Mature Women: Career Horizons for Women, a ten-session, non-credit counseling workshop offered in the Fall and Spring semesters.

For Information and Guidance, contact: University College, 516-560-3511. Day and evening guidance available. Special Counselor for Older Students, Dean of University College. Note: During evening hours, no appointment is necessary.

Tuition: $50 per credit hour for undergraduates, plus fees; $52 per credit hour for graduate students, plus fees. Tuition varies for non-credit programs.

Programs listed below include only those with a vocational focus selected for this directory from the complete Hofstra listing. It is suggested that those irterested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Early Childhood Teacher	B.A.
Elementary Education Teacher	B.A., M.A., Ed.D., M.S.
Secondary Education Teacher	B.A., M.A., M.S.
Education--Non-Teaching Fields	
Guidance--Counselor Education	M.S. in Ed., Professional Diploma
School Psychology	B.A., M.A., Ph.D.
Administration	M.S., Ed.D., Professional Diploma
Rehabilitation Counseling	M.S.
Rehabilitation Research	Ph.D.
Specialized Teaching Fields	
Art	B.S. in Ed.
Business Education	B.B.A., M.B.A.
Health and Physical Education	B.A.
Foreign Languages, English	B.A., M.A., M.S.
Music	B.S. in Ed.
Reading	M.S., M.A., Professional Diploma
Special Education	M.A., M.S., Ed.D.
Speech and Speech Improvement	B.A. in Ed., M.A., M.S.
Mathematics, Science, Social Studies	B.A., M.A., M.S.
Business	
Accounting and Taxation	B.B.A., M.B.A.
Scientific Decision Making	M.B.A.
Marketing, Management, Business Statistics	B.B.A., M.B.A.
Real Estate	Non-credit courses
Finance and Investments	B.B.A., M.B.A.
Engineering	B.S.
Radio and TV	Specialized courses
Theatre	M.A.
Art (Fine Arts)	B.A.

LONG ISLAND UNIVERSITY

Graduate Schools at Merriweather Campus
Northern Boulevard (25A)
Brookville, New York
Mail Address: Greenvale, New York 11548

Description: Privately controlled, coeducational. Total enrollment 2800.

Schools: Graduate Faculties in Arts and Sciences, Arthur T. Roth Graduate School of Business Administration; Graduate School of Education; Carlton and Winthrop Palmer Graduate Library School.

Special Programs for Mature Women: The New York State Teacher Reserve Center enables college graduates to work toward a teaching certificate on a full- or part-time basis, arranges refresher courses for certified teachers, and offers master's programs in Education and Guidance. Classes are scheduled between 10:00 A.M. and 2:30 P.M. one day a week to encourage the adult woman with family responsibilities to undertake graduate study. Students are prepared for and placed in team teaching (part-time) position.

Information and Guidance, contact: Graduate Admissions Officer, Dean of Graduate Faculty, or Director of Teacher Reserve Center.

Tuition: $55 per credit hour; $165 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Long Island University listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Early Childhood Teacher	M.S.
Elementary Education Teacher	M.S.
Secondary Education Teacher (Specialized Areas: Biology, Chemistry, English, History, Mathematics, Music, Physics, Political Science, Sociology)	M.S.
Education--Non-Teaching Fields	
Guidance	M.S.
Education--Specialized Teaching Fields	
Art	M.S.
Music	M.A.
Speech and Speech Improvement	M.S.
General Speech Education	M.S.
Speech and Hearing Handicapped	M.S.
Health Services	
Medical Biology	M.S.
Pharmacy	M.S.
Librarianship (Concentration in Community, School, College and University Librarianship)	M.S.
Business	
Accounting and Taxation	M.B.A.
Economics	M.B.A.
Finance	M.B.A.
Management	M.B.A.
Marketing	M.B.A.
Quantitative Systems and Analysis	M.B.A.
Data Processing	M.B.A.
Management Engineering	M.B.A.

FRIENDS WORLD COLLEGE

Mitchel Gardens
Westbury, New York 11590
516-248-4383

Description: A Quaker-sponsored, full-time, four-year, residential program in liberal arts, for high school graduates or college transfers. Classes limited to fifty. Plans call for the establishment of Centers in seven regions of the world: North America, Latin America, Western Europe, Eastern Europe, Africa, Southwest Asia, and East Asia. Students spend their first and last semester in the Center nearest their home and the intervening semesters at each of the regional Centers.

MOLLOY CATHOLIC COLLEGE FOR WOMEN

1000 Hempstead Avenue
Rockville Centre, New York 11570
516-678-5000

Description: Nonresident, private day college for women; 700 full-time students. Part-time programs of study can be arranged for matriculated or non-matriculated students. Non-Catholic students are not required to take Theology course requirements.

Divisions: Humanities, Social Sciences, Natural Sciences and Mathematics, Education, Nursing.

For Information and Guidance, contact: President's office, or Director of Admissions.

Tuition: $30 per credit hour; $90 per average course.

Programs listed below include only those with a vocational focus selected for this directory from the complete Molloy listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Elementary Education Teacher	B.A., N.Y.S. Teacher Certificate
Secondary Education Teacher (Specialized Areas: Biology, Chemistry, English, French, History, Mathematics, Spanish, Speech)	B.A., N.Y.S. Teacher Certificate
Registered Nurse Four Years	B.S.
Art and Related Fields	B.A.

NEW YORK INSTITUTE OF TECHNOLOGY

Whitney Lane and Wheatley Road
Old Westbury, New York 11568
516-626-3400

Description: Coeducational, nonsectarian, privately supported institution; 2300 students at Old Westbury. Four-year degree programs, and two-year degree programs available. Part-time study is possible in the Evening Program.

Schools and Divisions: Day Program and Evening Program. Divisions: Technology, Business, Fine Arts.

For Information and Guidance, contact: Office of Student Affairs, or Student Counselor.

Tuition: $40 per credit hour; $120 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete New York Institute of Technology listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Business	
Accounting	A.A.S., B.S.
Business Administration	A.A.S., B.S.
Secretarial Science	A.A.S., B.S.
Technologies	
Architectural	A.A.S., B.S.
Computer	A.A.S., B.S.
Electrical	A.A.S., B.S.
Mechanical	A.A.S., B.S.
Art	
Fine Arts	A.A.S., B.A.
Advertising Design	A.A.S., B.A.
Interior and Stage Design	A.A.S., B.A.
Communication Arts	A.A.S., B.A.

C.W. POST COLLEGE OF LONG ISLAND UNIVERSITY

Merriweather Campus
Northern Boulevard (25A)
Brookville, New York
Mail Address: Greenvale, New York 11548
516-626-1200

Description: An undergraduate unit of Long Island University. Four-year liberal arts college, coeducational, privately controlled. Enrollment 4000.

Schools and Divisions: Day Program, Evening and Extension Division. Academic Divisions: Humanities, Arts, Social Sciences, Education.

Center for Adult Studies: Assists undergraduate students over twenty-five who require early morning and early afternoon schedules and part-time study. Counselors available to assist in planning. Students can work toward a degree.

For Information and Guidance, contact: Office of Admissions; the Guidance and Counseling Center.

Tuition: $55 per credit hour; $165 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete C.W. Post College listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Early Childhood Teacher	B.S.
Elementary Education Teacher	B.S.
Secondary Education Teacher (Specialized Areas: Art, Health and Physical Education, Music, Speech and Speech Improvement, English, Social Studies, Science, Mathematics, Modern Foreign Language)	B.A.
Social Service	
Sociology and Social Work	B.A.
Health Services	
Medical Biology	B.S.
Business	
Accounting and Taxation	B.S.
General Business, with a concentration in Finance, Marketing or Management	B.S.
Engineering Science	B.S.
Art History	B.A.
Creative Art Studio	B.A.

STATE UNIVERSITY OF NEW YORK AT OLD WESTBURY (SUNY)

P.O. Box 210
Old Westbury, New York 11568
516-333-9880

Description: A four-year liberal arts college, a member college of the State University of New York. Opening curriculum for 75 students, Fall 1968; 1000 students in 1970. Full-time study programs only. Master's program to be offered in the future.

Note: Administrative offices and classes to be temporarily located at the Planting Fields Campus, State University of New York, Oyster Bay, New York.

UNITED STATES MERCHANT MARINE ACADEMY

Steamboat Road
Kings Point, New York 11024
516-482-8200

Description: Nonsectarian, United States Government officers' training school. Enrollment 1000; male only.

WEBB INSTITUTE OF NAVAL ARCHITECTURE

Crescent Beach Road
Glen Cove, New York 11542
516-671-2213

Description: A privately endowed, four-year, fully accredited engineering college for male citizens of the United States, majoring in Naval Architecture and Marine Engineering. Tuition-fee scholarships for all students. Enrollment 74.

NASSAU COMMUNITY COLLEGE

Stewart Avenue
Garden City, New York 11530
516-742-0600

Description: Two-year, Community College, a member college of The State University of New York (supported by State, County and public funds). Coeducational, 8400 students, 3100 full time, 5300 part time.

Schools and Divisions: Day classes; evening and extension classes. Divisions: Arts, Humanities, and Social Sciences; Business; Sciences and Engineering. (A department of Physical Therapy is planned for 1969.)

Mature Adult Program--MAP: A program designed to meet the needs of people twenty-five years and over who are interested in beginning or continuing college education. Offers part-time or full-time study, individual advice and counseling, special classes at home that fit the individual student's needs and tutorial classes in selected subjects. Presently included in this program are vocational guidance community-wide seminars. No entrance requirements for MAP applicants.

Special Programs: Reading and Study Improvement (credit and non-credit). A new one-semester High School Equivalency Diploma program is planned for Fall, 1968; cost $40.

For Information and Guidance, contact: Dean of Students or Admissions Office or Counseling Service at the Evening Division; Special Counselor for Older Students; MAP.

Tuition: $13 per credit hour for residents of Nassau County; $26 for nonresidents, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Nassau Community College listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Nursery Education Assistant	A.A.S.
Specialized Teaching Fields	
Special Education--Child Care	A.A.S.
Social Service	
Child Care	A.A.S.
Police Science	A.A.S.
Health Services	
Registered Nurse Two Years	A.A.S.
Medical Technology	A.S.
Physical Therapy (projected)	A.A.S.
Operation Room Technician	A.A.S.
Inhalation Therapy Technician	A.A.S.
Business	
Accounting	A.S.
Business Administration	A.S.
Marketing	A.A.S.
Office Management	A.A.S.
Retailing	A.A.S.
Data Processing	A.A.S.
Secretarial Science--Options:	
Legal	A.A.S.
Executive	A.A.S.
Medical	A.A.S.
Engineering Science and Technology	A.S.

STATE UNIVERSITY OF NEW YORK AT PLANTING FIELDS (SUNY)
Oyster Bay, New York 11771
516-922-3700

Description: Location of temporary campus and administrative offices of State University at Old Westbury. Site of Planting Fields Arboretum, which offers short-term, low fee courses and workshops for amateur gardners, and a Nature Workshop Class for Teachers and Youth Leaders.

For Information, contact: Planting Fields Arboretum, P.O. Box 58, Oyster Bay, New York 11771; or call 516-922-3700, Ext. 35 or 46.

D. Fact Sheets for Higher Educational Institutions in Queens County (con't.)

QUEENS COLLEGE OF THE CITY UNIVERSITY OF NEW YORK (CUNY)

65-30 Kissena Boulevard
Flushing, New York 11367
212-445-7500

Description: Publicly supported, coeducational institution. Enrollment 25,000 total 10,000 undergraduate day session; 10,000 School of General Studies; 4000 Graduate Division. Baccalaureate and graduate degree programs of study, and some non-credit programs in adult education.

Schools and Divisions: College of Liberal Arts and Sciences offers undergraduate day programs. School of General Studies serves adults who wish to study on a part-time or full-time basis, in late afternoon or evening, on a non-matriculated or matriculated basis. Courses for adults seeking vocational or professional self-improvement are available. The English Language Institute offers a full-time intensive program in English for new Americans, foreign students, and UN personnel. Divisions: Graduate and Undergraduate are: Arts; Social Sciences; Mathematics and Natural Sciences.

Adult Continuing Education--ACE Program: A degree program for adults over thirty, designed to permit the adult who missed an opportunity earlier in life, or whose education was interrupted, to matriculate for the baccaluareate degree with advanced standing. Adults within commuting distrance of Queens College are eligible. Admission is not restricted to high school graduates with academic diplomas. On the basis of diagnostic tests, counseling interviews, and evaluation of prior academic records, each applicant will be assisted in planning a program of studies adapted to his individual needs. The ACE Program consists of a series of interdisciplinary seminars, which together with a foreign language program, will constitute one-third to one-half the work for the degree. Tuition for three-credit seminars, per semester is $80. Tuition for six-credit seminars, per semester is $120.

Special Programs: Queens College also offers many special programs, such as:
SEEK--an educational opportunity program (full-time or part-time) for high school graduates from poverty neighborhoods, who may be out of school up to ten years. Students are educationally prepared, motivated, and financially helped to get into the mainstream of college education at one of the senior colleges of the City University. The program provides maximum assistance in guidance, counseling, tutoring, job training and job placement.
SUTEC--a five-year demonstration program in teacher education which extends into graduate school and pre-tenure teaching.

For Information and Guidance, contact: Matriculating students--Admissions Office Room 100 A, Jefferson Hall; non-matriculating students--School of General Studies, Room 105, Jefferson Hall; ACE--Extension SS 119; Graduate Registrar--Extension SS01A; special counselor for older students--Dean of Students, Room 128, Social Science Building.

Tuition: Free to New York City residents or New York State Teacher Education Students. Full-time nonresident undergraduate students, $200 per semester. Graduate and part-time undergraduate students pay per credit. See catalog, as fee structure is dependent on many factors.

Programs listed below include only those with a vocational focus selected for this directory from the complete Queens College listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Early Childhood Teacher	B.S. in Ed., M.S. in Ed.
Elementary Education Teacher	B.S. in Ed., M.S. in Ed.
Secondary Education Teacher	B.S. in Ed., M.S. in Ed.
Education--Non-Teaching Fields	
Guidance	B.S. in Ed., M.S. in Ed. Professional Certificate
School Psychology	B.S. in Ed., M.S. in Ed. Professional Certificate
Administration	Professional Certificate
Education--Specialized Teaching Fields	
Art	B.S. in Ed., M.S. in Ed.
Health and Physical Education	B.S. in Ed., M.S. in Ed
Home Economics	B.A., B.S. in Ed., M.S. in Ed.
Music	B.S. in Ed., M.S. in Ed.
Reading--English Language Arts and Reading	B.S. in Ed., M.S. in Ed.
Special Education	B.S. in Ed., M.S. in Ed. Professional Certificate
Speech and Speech Improvement	B.S. in Ed., M.S. in Ed.
Health Services	
Nursing	B.A. (projected)
Librarianship	
Public Librarianship and School Librarianship	B.A., M.L.S.
Business	
Accounting Two Years balance at Baruch School of Business, CCNY	B.B.A.
Communication Arts and Sciences	
Communicative Disorders	B.A.
Interpretation	B.A.
Language, Phonetics Speech Science	B.A.
Mass Communications	B.A.
Public and Group Communications	B.A.
Speech Education	B.A., M.S. in Ed., M.A.
Theatre	B.A.
Phonetics--Speech and Hearing Science	Ph.D.
Speech Pathology	Ph.D.
Audiology	Ph.D.

ST. JOHN'S UNIVERSITY

Jamaica Campus
Grand Central and Utopia Parkways
Jamaica, New York 11432
212-526-3700

Description: Nonsectarian, coeducational, privately controlled by Vincentian Fathers (Roman Catholic Diocese of Brooklyn). Note: On the baccalaureate level, the enrollment is primarily male. Certain Theology and Philosophy courses are required in the undergraduate program only. For non-Catholic students, substitutions can be made for the required Theology courses.

Schools and Divisions: College of Pharmacy, School of Education, College of Business Administration, St. John's College of Liberal Arts and Science, Graduate School of Education, Graduate School of Arts and Science, School of General Studies, Center for Asian Studies, Center for African Studies, Graduate School of Business Administration. Special non-credit programs available through adult Education Program and Center for Community Education.

For Information and Guidance, contact: Office of the Dean of School of General Studies, University Admissions Office, Counseling Center.

Tuition: $42 per credit hour; $216 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete St. John's University listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
College	M.S., Ed.D., Ph.D., Professional Diploma
Early Childhood Teacher	B.S.
Elementary Education Teacher	B.S., M.S., Ed.D.
Secondary Education Teacher	B.S., M.S., Ed.D., Ph.D.
Education--Non-Teaching Fields	
Guidance	B.S., M.S., Professional Diploma
School Psychology	B.S., M.S., Ph.D., Professional Diploma
Administration	M.S., Professional Diploma
Curriculum Development	M.S., Professional Diploma
Education--Specialized Teaching Fields	
Art	B.S.
Business Education and Merchandising	B.S.
Salesmanship	
Special Education	B.S.
Speech and Speech Improvement	B.S.
Social Service	
Sociology	B.S., M.A., Ph.D.
Health Services	
Pre-Medical	B.S.
Home Health Aide	B.S.
Medical, Dental, and X-Ray Technology	B.S.
Pharmacy	B.S., M.S., Professional Certificate
Librarianship	M.L.S.
Business	
Controllership	M.B.A.
Accounting and Taxation	A.A.S., B.S., M.B.A.
Personnel Administration	A.A.S., B.S., M.B.A.
Retailing	A.A.S.
Marketing	A.A.S., B.S., M.B.A.
Economics	A.A., B.S., M.B.A.
Data Processing--Computer	B.S.
Engineering (Pre-Engineering)	B.S.
Communications Arts	B.S.
Fine Arts	B.F.A.

YORK COLLEGE OF THE CITY UNIVERSITY OF NEW YORK (CUNY)

Temporary Address: 158-11 Jewel Avenue
Flushing, New York 11365
212-591-1200

Temporary Campus: at Queensborough Community College, in Bayside, located on 56th Avenue between Springfield Boulevard and Cloverdale Avenue.

Permanent site will be in Jamaica in the early 1970's, in an area bordered by 158th and 165th Streets, South Road, and the Long Island Rail Road tracks.

Description: A four-year college of liberal arts and sciences, offering full-time and daytime programs of study. York College is the fifth senior college established in the City University system. It opened in September, 1967, with a freshman class of 371. Anticipated size of freshman class, September, 1968, is 600.

For Information and Guidance, contact: 212-591-1200

QUEENSBOROUGH COMMUNITY COLLEGE OF THE CITY UNIVERSITY OF NEW YORK (CUNY)

Springfield Boulevard and 56th Avenue
Bayside, New York 11364
212-428-0200

Description: Public, coeducational, two-year college, part of City University of New York and State University of New York, 5400 students (2600 day, 2800 evening).

Schools and Divisions: Day Division; Evening Division; General Studies Division.

Departments: Liberal Arts (transfer programs in Business, Science and Pre-Engineering), Business, Electrical Technology, Mechanical Technology, Medical Laboratory Technology, Nursing (some education courses given in conjunction with Queens College).

Non-Credit Programs: Adult Continuing Education and Community Service Programs offered late afternoons and evenings. Remedial Reading; Driver Education for Instructors; Techniques of Display (for teachers of distributive education); and Foreign Languages. One- and two-day conferences on Planning for Retirement; Leadership in Voluntary Organizations; Continuing Education for Women; Services for the Elderly; etc., scheduled from time to time.

College Preparatory Courses for Adults: Special, non-matriculating students attend Evening Division for continuing education toward matriculation in Day Division.

For Information and Guidance, contact: Office of Admissions, Evening and General Studies Division. Special counselor for older students: Acting Dean of Student Personnel; Office of Adult Continuing Education.

Tuition: For matriculated students is free to New York City residents; $15 per contact hour for New York State residents; $20 per contact hour for others, plus fees; $200 per semester, full time. For non-matriculated students who are New York City residents, $15 per contact hour; New York State residents, $15 per contact hour; others, $20 per contact hour, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Queensborough Community College of The City University of New York listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Health Services	
Registered Nurse, Two Years	A.A.S.
Medical Technology	A.A.S.
Business	A.A.
Accounting and Taxation	A.A.S.
Administration	A.A.S.
Marketing	A.A.S.
Secretarial Science	A.A.S.
Engineering (Pre-Engineering)	A.S. or A.A.S.

D. Fact Sheets for Higher Educational Institutions in Suffolk County (con't.)

POLYTECHNIC INSTITUTE OF BROOKLYN
LONG ISLAND GRADUATE CENTER

Route 110
Farmingdale, New York 11735
516-694-5500 (Farmingdale)
212-643-5000 (Brooklyn Main Campus and Undergraduate Center)

Description: Coeducational, private, nonsectarian; enrollment 2200 full time and 3300 part time. Plans for affiliation between Polytechnic Institute of Brooklyn and State University of New York announced June, 1967. Admission of qualified women applicants for undergraduate and graduate degrees is encouraged, on a full- or part-time basis.

Graduate Divisions: Engineering, Humanities, Social Sciences, Management, Science.

Special Non-Credit Programs: Short courses, seminars, and continuing professional education courses in Science, Engineering and Management are offered at selected dates during the academic year and summer. Modern Math series one morning per week for four hours for a full semester.

For information, contact: Associate Dean for Special Programs (Brooklyn Campus, 333 Jay Street, Brooklyn, New York 11201, Tel: 212-643-2266).

National Science Foundation Summer Institute for Teachers in Science, Engineering and Math. Full credit and full tuition reimbursement.

For Information and Guidance, contact: Director of Admissions: 212-643-5000; Dean of Graduate Studies: 212-643-5000 or 516-694-5500; Dean of Humanities: 212-643-5000; Dean of Engineering: 212-643-5000 or 516-694-5000; Dean of Science: 212-643-5000.

Tuition: \$55 and \$65 per undergraduate credit hour; \$75 per graduate credit hour. Full- and part-time fellowships available.

Programs listed below include only those with a vocational focus selected for this directory from the complete graduate Polytechnic Institute listing at Farmingdale. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Engineering	
Aeronautics	M.S., Ph.D.
Astronautics	M.S., Ph.D.
Applied Mechanics	M.S., Ph.D.
Civil Engineering	M.S., Ph.D.
Electrical Engineering	M.S., Ph.D.
Industrial Engineering/Operations Research	M.S., Ph.D.
Industrial Management	M.S.
Mechanical Engineering	M.S., Ph.D.
Transportation Planning	M.S.
History of Science	M.S.
Science	
Electrophysics	M.S., Ph.D.
Mathematics	M.S., Ph.D.
Physics	M.S., Ph.D.

STATE UNIVERSITY OF NEW YORK AT STONY BROOK (SUNY)

Stony Brook, New York 11790
516-246-5000

Description: Public, coeducational University Center of the State University of New York. Enrollment 5000.

Schools and Divisions: Undergraduate, College of Arts and Science; College of Engineering. Graduate, Programs in Arts and Sciences; Programs in Engineering. The Center for Continuing Education. Projected for the early 1970's: a Health Sciences Center, which will include a Medical School, Dental School, School of Allied Health Professions, and School of Social Work; and a Center for the Arts and Letters of the Twentieth Century.

Note: Both undergraduate and graduate programs are offered on a full-time study basis.

The Center for Continuing Education offers an opportunity for professional persons to update and expand their knowledge. This part-time graduate program offers courses and seminars in the evening, on weekends, during the academic year, or during especially scheduled weeks in the summer session. Courses will be offered leading to a terminal nonresearch thirty credit advanced degree of M.A. in Liberal Studies.

For Information and Guidance, contact: Office of Admissions, 516-246-5126

Tuition: $13.50 per undergraduate credit hour, plus fees; $20 per graduate credit hour, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Stony Brook listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Liberal Studies	M.A.
Education--Teaching Fields	
Elementary Education Teacher	B.A., Teacher Certificate
Secondary Education Teacher	B.A., B.S., Teacher Certificate
Education--Specialized Teaching Fields	
Biological Sciences	B.S., M.A., Ph.D.
Chemistry	B.S., M.S., Ph.D.
English	B.A., M.A., Ph.D.
History	B.A., M.A., Ph.D.
Mathematics	B.S., M.A., Ph.D.
Physics	B.S., M.A., Ph.D.
Psychology	B.A., M.A., Ph.D.
Earth and Space Sciences	M.S.
Sociology	B.A., M.A.
Engineering	B.E., M.S., Ph.D.
Art	B.A.
Theater Arts	B.A.

BRENTWOOD COLLEGE

Brentwood Road
Brentwood, New York 11717
516-273-4531

Description: A four-year liberal arts college for Sisters, conducted by the Sisters of St. Joseph. Enrollment 250. Offers a program of study in Elementary Education (K-6), and grants a B.S. in Education. Brentwood College has an Adult Education Program. Its Continuing Education Division hopes to offer credit programs in elementary education in the future.

For Information and Guidance, contact: Director of Adult Education.

DOWLING COLLEGE
(Formerly ADELPHI-SUFFOLK COLLEGE)
Oakdale, New York 11769
516-589-6100

Description: Private, coeducational. Enrollment 850 day, 700 evening.

Schools and Divisions: Undergraduate day program grants four-year degrees. School of General Studies includes evening programs and programs of graduate study (eighteen credits in Education, or Social Work, balance to be completed at Adelphi University, Garden City).

School of Continuing Education: Offers low fee, short-term courses designed to meet the interests and needs of adult society. Projected two-year subprofessional, non-degree Certificate programs, Fall, 1968: Part-time study possible. Programs to include forty-nine credits of course work, plus non-credit courses. (Fee for credit courses, $48 per credit: fee for non-credit courses, $25-$30 per course.) Fields of study: Library Assistant, Teaching Assistant, Psychiatric Assistant, Communications Control Assistant, Legal Assistant, Medical Assistant, Space and Aviation Assistant, Air Transport Assistant.

For Information and Guidance, contact: Director of Admission, for Undergraduate Day Program; Dean of School of General Studies, for Evening Program; Director of School of Continuing Education, for non-credit courses and Certificate Programs.

Tuition: $48 per credit hour; $144 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Dowling College listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Elementary Education Teacher	B.A.; 18 credits towards M.A., balance at Adelphi University, Garden City. Certificate Internship Program
Secondary Education Teacher (Specialized Areas: English, Spanish, Social Studies)	B.A.; 18 credits towards M.A., balance at Adelphi University, Garden City. Certificate Internship Program
Social Service	Maximum of 18 credits towards M.S.W. may be taken, balance to be completed at Adelphi University, Garden City
Business Administration	B.A.

SOUTHAMPTON COLLEGE OF LONG ISLAND UNIVERSITY

Southampton, New York 11968
516-283-4000

Description: A private, coeducational four-year college. Enrollment 1650.

Schools and Divisions: Day Program and Evening Program. Divisions: Humanities, Natural Sciences, Social Sciences, Business Education. Part-time study for a degree, or study on a non-matriculated basis is possible, day or evening.

For Information and Guidance, contact: Office of Admissions, or Office of the Registrar.

Tuition: $52 per credit hour; $156 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Southampton College listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Elementary Education Teacher	B.A.
Secondary Education Teacher (Specialized Areas: Art, Music, Biology, Mathematics, History, Political Science, English, Geology, Marine Science, Zoology)	B.A.
Business--General Management	B.A.
Art and Related Fields	B.A.

STATE UNIVERSITY OF NEW YORK (SUNY) AGRICULTURAL AND TECHNICAL COLLEGE

Farmingdale, New York 11735
Day College: 516-694-7800
Evening College: 516-249-3250

Description: A two-year coeducational college, part of the State University of New York. Enrollment 3800 day; 6000 evening.

Schools and Divisions: Day College, Evening College. Divisions: Business, Health Services, Mathematics, and Science, General Education, Agricultural and Engineering Technologies. The Day College offers two-year full-time programs of study; the Evening College offers part-time and full-time two-year Associate Degree programs, plus Certificate programs, and non-credit workshops.

Special Non-Credit Programs: The Center for Community Educational Services, Evening College, offers job oriented, non-credit, low fee, short-term workshops for adults.

Special Programs for Mature Women: Gateway to Careers--a fifteen session orientation and guidance program for women; Teacher-Aide Training Program, School Lunch Fundamentals, Library Workshops, Employment Opportunity Workshop, Instructor Training in Advanced Sewing and Tailoring, and other more highly specialized workshops.

For Information and Guidance, contact: Day College, 516-694-7800; Evening College, 516-249-3250; Center for Community Educational Services, 516-249-6617. Counselors are available in the Evening College, for both students and non-students. For an appointment, call 516-694-7800, ext. 266.

Tuition: $13.50 per credit hour; $40.50 per average course, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete State University at Farmingdale listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees
Education--Teaching Fields	
Nursery Education Assistant	A.A.S.
Social Service	
Case Work--Community Service Assistant	A.A.S.
Correctional Administration	A.A.S.
Police Science	A.A.S., Non-professional Certificate
Recreation Supervision	A.A.S.
Health Services	
Registered Nurse, Two Years	A.A.S.
Medical Technology	A.A.S.
Dental Hygiene	A.A.S.
Biological Technology	
Marine Science	A.A.S.
Laboratory Animal Technology	A.A.S.
Librarianship	two non-credits workshops
Business	
Accounting	A.A.S., Non-professional Certificate
Management	A.A.S., Non-professional Certificate
Marketing	A.A.S., Non-professional Certificate
Data Processing	A.A.S., Non-professional Certificate
Secretarial Science, Options	A.A.S., Non-professional Certificate
Legal	
Medical	
Advertising	
Industrial	
Home Economics	
Food Processing Technology	A.A.S.
Engineering and Technology	A.S., A.A.S.
Photographic Technology	A.A.S.
Electrical Technology	A.A.S.

Programs	Degrees
Art and Related Fields	
Advertising Art and Design	A.A.S.
Advertising Art	Non-professional Certificate
Industrial Art	Non-professional Certificate
Graphic Arts and Advertising Technology	A.A.S., Non-professional Certificate
Ornamental Horticulture	A.A.S.

SUFFOLK COMMUNITY COLLEGE

Main Campus
533 College Road
Selden, New York 11784
516-732-1600

Riverhead Branch
Riverhead High School
Riverhead, New York 11901
516-727-1395

Description: Two-year, coeducational college, sponsored by Suffolk County, a member College of the State University of New York; 7200 full-time and part-time students.

Divisions: Business, Engineering, Science and Technology, Humanities, Nursing Health and Physical Education, Science and Mathematics, Social Sciences.

Special Non-Credit Courses: Suffolk County Civil Service Courses; Reading Improvement.

SCORE at Suffolk (Suffolk College's Opportunity for Resuming Education): Suffolk County Community College is encouraging women over twenty-four to begin or resume their college education through its SCORE program. Adults interested in continuing their education or in training or retraining for careers, can attendcollege as full- or part-time students. Class schedules between 9:00 A.M. and 3:00 P.M. can be arranged for the convenience of those who have home and family responsibilities. While SCORE is designed to meet the special needs of mature women in the community, it will be open to men who would benefit from the program. Enrollment limitedto forty qualified applicants on a first-come, first-served basis. High school graduation or its equivalent is required.

Project Search: Helps high school dropouts, or individuals with some college or business experience find what program of study or degree will suit them best for a field in which they are interested. Small groups of five or six.

For Information and Guidance, contact: Director of Admissions; Dean of Instruction; Director of Evening, Summer and Extension Programs; Dean of Students; Director of SCORE; or Director of Project Search.

Tuition Per Credit Hour: $10 for residents of Suffolk County, plus fees; $20 for non-residents, plus fees.

Programs listed below include only those with a vocational focus selected for this directory from the complete Suffolk listing. It is suggested that those interested check catalogs for further information.

Programs	Degrees	
Education--Teaching Fields		
Secondary Education Teacher	A.A.	Note: Upon completion of a two-year program in Liberal Arts, Art, or Speech, student may transfer to a four-year institution to complete a program leading to teacher certification and a bachelor's degree.
Art	A.A.	
Speech and Speech Improvement	A.A.	
Social Service		
Police Science, Probation	A.A.S.	
Case Work--Community Service Assistant	A.A.S.	
Correctional Administration	A.A.S.	
Recreational Supervision*	A.A.S.	
Health Services		
Registered Nurse Two Years	A.A.S.	
Physical Therapy Assistant	A.A.S.	
Medical Technology Assistant**	A.A.S.	
X-Ray Assistant**	A.A.S.	
Dental Assistant**	A.A.S.	
Medical Office Assistant**	A.A.S.	
Business	A.A.S.	
Accounting	A.A.S.	
Business Administration	A.A.S.	
Banking, Insurance, Real Estate	A.A.S.	
Retail Business Management	A.A.S.	
Data Processing	A.A.S.	
Secretarial Science	one-year Certificate Program	
Options in A.A.S. Program:	or A.A.S.	
Administrative Assistant	A.A.S.	
Accounting and Data Processing	A.A.S.	
Legal Stenographer	A.A.S.	
Medical Stenographer	A.A.S.	
Social Service Stenographer	A.A.S.	
Foreign Language Secretary	A.A.S.	
Engineering Science (Pre-Engineering)	A.S., one-year Certificate Program	
Telecommunications	A.A.S.	
Marine Technology	A.A.S.	
Drafting	A.A.S.	
Fire Science (to train fire inspectors)	A.A.S., one-year Certificate Program	

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*Program planned for 1969. **Last four programs listed are projected for 1969.

E. University Extension Programs on Long Island

Page

32 Adelphi Extension Program at Dowling College (formerly Adelphi-Suffolk College)

32 Cornell University, New York State College of Home Economics Summer Extension Program at Nassau Community College

Hofstra University Extension Programs

33 Hofstra Extension Program at Commack

33 **Hofstra. School of Education,** Off-Campus Courses offered by the Bureau of Educational Studies and Services

34 **Hofstra, Liberal Arts in Extension Program** (formerly sponsored by New York University) course offered in many communities

34 New York University Department of Home Economics Graduate Extension Program at Nassau County Extension Service

34 New York University, Office of Off-Campus Courses Center for Field Research and School Services Courses in Nassau and Suffolk Counties

ADELPHI UNIVERSITY EXTENSION AT DOWLING COLLEGE
(Formerly ADELPHI-SUFFOLK COLLEGE)
Oakdale, New York 11769

Description: Offers graduate programs in Education and Social Work. Up to eighteen credits of study can be taken at the Oakdale campus: balance must be completed at the Adelphi University campus in Garden City.

For Information, contact: Graduate Program Administrator, Dowling College, Oakdale, New York 11769, 516-589-6100.

Tuition: $48 per credit hour, plus fees.

CORNELL UNIVERSITY, NEW YORK STATE COLLEGE OF HOME ECONOMICS
Summer Extension Program at Nassau Community College
Garden City, New York

Description: This joint program is given by the regular faculty of the Cornell College of Home Economics on the Nassau Community College campus. Freshmen and sophomore level courses offer an introduction to Home Economics for the student contemplating entering the field. College credit will be given by Nassau Community College. Upper level and graduate courses are also offered, credit will be granted by Cornell.

For Information, contact: New York State College of Home Economics, Stone Hall, Cornell University, Ithaca, New York 14850, 607-275-3107.

Tuition: Freshmen and sophomore courses are at the Nassau Community College rate, and upper level and graduate courses are at the Cornell University rate.

HOFSTRA EXTENSION PROGRAM AT COMMACK

Commack Senior High School
Townline Road at Scholar Lane
North of Jericho Turnpike
Commack, New York 11725
Day: 516-560-3511, Evening: 516-266-5050

Description: Offers courses in Liberal Arts and Education on both the advanced and graduate levels. Summer programs. Credits for provisional and permanent certification for teaching may be completed at Commack. However, for a master's degree at Hofstra, twenty-four credits must be taken at the Hofstra Hempstead campus.

For Information and Guidance, contact: Extension Coordinator, Hofstra University, Hempstead, New York 11500, 516-489-7000, Ext. 318.

Tuition per credit hour: $50 undergraduate courses; $52 graduate courses, plus $10 registration fee.

HOFSTRA UNIVERSITY, OFF-CAMPUS COURSES OFFERED BY THE BUREAU OF EDUCATIONAL STUDIES AND SERVICES

School of Education
Hempstead, New York 11500
516-560-0500

Description: Thirty-one college credit offerings at ten centers in Nassau, Queens, Suffolk Counties are offered to Long Island educators. Hofstra University's undergraduate and graduate off-campus programs are selected from the regularly listed college credit offerings in the Hofstra University bulletin. (Note: Graduate students must take twenty-four credits towards a master's degree on the Hofstra campus.)

For Information about courses, offerings and off-campus locations, contact: Bureau of Educational Studies and Services, School of Education, Hofstra University, Hempstead, New York 11500.

Tuition: $52 per credit hour for graduate courses, plus fees; $50 per credit hour for undergraduate courses, plus fees.

HOFSTRA UNIVERSITY LIBERAL ARTS IN EXTENSION

Institute of Community Education
1000 Fulton Avenue
Hempstead, New York 11500
516-560-0500

(Note: Formerly sponsored by New York University.)

Twenty to twenty-five non-credit courses are offered day and evening at ten locations. In-service increments are granted by some school districts to teachers participating in certain of these course offerings.

NEW YORK UNIVERSITY, DEPARTMENT OF HOME ECONOMICS

Nassau County Extension Service
57 Jericho Turnpike
Mineola, New York 11501

Description: Offers one graduate course in Home Economics in the Fall and Spring semester through the Center for Field Services. An additional course is offered at Syosset High School.

For Information, contact: Chairman, Department of Home Economics, New York University, 100 Washington Square East, New York, New York 10003, 212-598-6660.

NEW YORK UNIVERSITY, OFFICE OF OFF-CAMPUS COURSES, CENTER FOR FIELD RESEARCH AND SCHOOL SERVICES

Washington Square
New York, New York 10003
212-777-2000, Ext. 8183 or 8185

Description: Offers selected courses in school districts in metropolitan New York to educators temporarily unable to pursue their studies at Washington Square. Prerequisite to admission for these courses is a baccalaureate degree from a four-year accredited college, or matriculation in a graduate program. A limited number of off-campus credits may be applied toward a degree.

Twenty-four courses, in sixteen school districts in Nassau and Suffolk Counties were offered in the Spring of 1968.

For Further Information, contact: Office of Off-Campus Courses, Washington Square, as listed above.

Tuition: $58 per credit hour, plus fees.

C. W. POST COLLEGE, LIU, BRENTWOOD EXTENSION CENTER
Sonderling Senior High School
Sixth Avenue
Brentwood, New York 11717
516-273-8822

Description: Offers undergraduate and graduate courses in Education and Liberal Arts in the evening. Part-time study possible.

Thirty credits may be taken here toward baccalaureate degree, and balance completed at C. W. Post College in Brookville. Six to twelve credits may be taken toward master's degree, balance to be completed at Brookville campus.

For Information and Guidance, contact: Director, C. W. Post College Extension Program at Brentwood Senior High School, Brentwood, New York 11717. 516-273-8822 (between 1 to 10 P.M., Friday 1 to 6 P.M.).

Tuition: $50 per credit hour.

F. Selected Programs in Public School Adult Education Offerings

While public school adult education programs include a variety of subjects and fields, this directory details only those in certain categories. Not listed here, but of interest to women, are courses in self-expression, cultural enrichment and "do it yourself" skills. The areas covered in the following charts are educational advancement, counseling and guidance, courses for special groups, including women, and vocationally oriented skills programs.

It should be noted that adult education programs, in an effort to meet specific community needs, for example, those of people who have been hitherto bypassed or not served, do set up special programs such as courses for those with less than eighth-grade reading ability. These adult basic education classes, and others, usually meet in neighborhood schools and community centers, easily accessible to the local population.

The Adult Education Programs of the public schools offer an inexpensive way to get certain types of training. All districts permit nonresidents to attend classes, provided there is room, after residents have registered. The cost of adult education courses ranges from no fee to $20 per course. The average cost is $8 per course. Nonresidents pay a slightly higher fee in some districts.

Thirty-eight districts in Nassau County and twenty-one in Suffolk County are included. This should be a useful guide, but it is recommended that those interested check the current catalog from the district in question for a complete up-to-date listing, as programs are subject to change. New programs are often developed in response to needs expressed by citizens.

Note: For a description of High School Credit Programs, High School Equivalency Instruction and College Proficiency Examination, see Section IV, page 63.

BOCES (Board of Cooperative Educational Services) Nassau, publishes a directory every Fall and Spring called "Adult Vocational Education," which lists courses in trade skills, office skills and technical skills available in public high schools of Nassau County. Available at no cost from BOCES, 286 Old Country Road, Mineola, New York 11501.

Note: Certain offerings in Nassau County are cooperative listings, offered at one location, but listed in the brochures of several districts.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #10 Baldwin	DISTRICT UFSD #21 Bethpage	DISTRICT UFSD #3 East Meadow	DISTRICT UFSD #19 East Rockaway	DISTRICT UFSD #2 East Williston
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	no	no	no	yes	yes
High School Credit Courses	no	no	no	no	no
H. S. Equivalency Instruction	yes	yes	yes	no	no
College Proficiency	no	no	no	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	yes	no	no	no
Adult Testing	yes	no	no	no	no
Guidance & Orientation, Career Planning for Women	yes	yes	no	no	no
SPECIAL PROGRAMS:					
Senior Citizens	yes	yes	yes	yes	no
New Americans	yes	yes	yes	no	no
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping & Accounting, Key Punch Operations, Office Practice & Business Machines, Shorthand, Typing.	Bookkeeping, Computer Programming, Drafting & Blue Print Reading, Data Processing, Key Punch, Shorthand, Typing.	Shorthand, Typing.	Shorthand, Typing.	

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #22 Farmingdale	DISTRICT UFSD #9 Freeport	DISTRICT UFSD #18 Garden City	DISTRICT CSD Glen Cove	DISTRICT UFSD #7 Great Neck
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	yes	yes	no	no	yes
High School Credit Courses	no	no	no	no	yes
H. S. Equivalency Instruction	yes	yes	no	no	yes
College Proficiency	no	no	no	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	no	no	no	yes
Adult Testing	yes	no	no	no	yes
Guidance & Orientation, Career Planning for Women	no	yes	no	projected	yes
SPECIAL PROGRAMS:					
Senior Citizens	yes	yes	yes	no	yes
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Office Machines, Shorthand, Typing.	Accounting, Data Processing, IBM Key Punch, Shorthand, Typing.	Typing.	Shorthand, Typing.	Bookkeeping, Blueprint Reading, Business Machines, Interior Design as a Profession (sequence of courses), Manicuring, Office Practice, Programming, Shorthand, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #1 Hempstead	DISTRICT UFSD #9 Herricks	DISTRICT UFSD #14 Hewlett-Woodmere	DISTRICT UFSD #17 Hicksville	DISTRICT UFSD #15 Lawrence
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	yes	yes	yes	yes	yes
High School Credit Courses	yes	no	no	yes	yes
H. S. Equivalency Instruction	yes	yes	yes	yes	yes
College Proficiency	no	no	yes	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	no	yes	yes	no
Adult Testing	no	no	yes	no	no
Guidance & Orientation, Career Planning for Women	yes	yes	yes	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	yes	yes	yes	yes	yes
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Professional Millinery, Shorthand, Typing.	Computer Programming, Insurance Rating, Stenography, Switchboard Technique, Typing.	Bookkeeping, Shorthand, Typing.	Bookkeeping, Office Practice, Preparation for Real Estate & Notary, Shorthand, Switchboard, Typing.	Bookkeeping & Accounting, Shorthand, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #5 Levittown	DISTRICT CSD Long Beach	DISTRICT UFSD #20 Lynbrook	DISTRICT UFSD #6 Manhasset	DISTRICT UFSD #23 Massapequa
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	no	no	no	yes	no
High School Credit Courses	yes	no	no	no	no
H. S. Equivalency Instruction	yes	no	yes	no	yes
College Proficiency	no	no	no	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	no	yes	no	yes
Adult Testing	no		no	no	no
Guidance & Orientation, Career Planning for Women	yes		yes	yes	yes
SPECIAL PROGRAMS:					
Senior Citizens	yes		yes	yes	yes
New Americans	yes		yes	yes	no
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Computer Programming, IBM Key Punch, IBM Programming, Office Machines, Shorthand, Switchboard.		Blueprint Reading & Drafting, Insurance Agents & Brokers Training, Law Office Secretarial Training, Preparation for Civil Service Exam for Clerk Typist, Real	Shorthand, Programming, Typing. Lynbrook (con't.) Estate Brokers Training Program, Shorthand, Typing.	Secretarial Workshops, Shorthand.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT CHSD #3 Merrick (Bellmore)	DISTRICT UFSD #10 Mineola	DISTRICT CSD #1 North Shore	DISTRICT UFSD #11 Oceanside	District UFSD #6 Oyster Bay-East Norwich
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	yes	no	yes	no	yes
High School Credit Courses	no	no	no	yes	no
H. S. Equivalency Instruction	yes	yes	no	yes	yes
College Proficiency	no	no	no	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	yes	no	yes	yes
Adult Testing	no	yes	no	yes	no
Guidance & Orientation, Career Planning for Women	yes	projected	no	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	no	yes	yes	yes	no
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Office Machines, Personnel Management, Shorthand, Typing.	Bookkeeping, Data Processing, Shorthand, Switchboard Operation, Typing.	Typing, Braille.	Bookkeeping, Cardpunching, Office Machines, Shorthand, Typing.	Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #18 Plainedge	DISTRICT UFSD #4 Port Washington	DISTRICT UFSD #21 Rockville Centre	DISTRICT UFSD #3 Roslyn	DISTRICT UFSD #6 Seaford
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	no	yes	yes	yes	no
High School Credit Courses	no	yes	no	no	no
H. S. Equivalency Instruction	yes	yes	yes	yes	yes
College Proficiency	yes	no	no	no	yes
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	yes	yes	no	yes
Adult Testing	yes	no	yes	no	no
Guidance & Orientation, Career Planning for Women	yes	yes	no	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	yes	yes	yes	yes	yes
New Americans	yes	yes	yes	yes	no
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Office Practice & Business Machines, Shorthand, Typing.	Bookkeeping, Blueprint Reading & Sketching, Business Machines, Interior Decoration (sequence of courses leading to certificate), Manicuring, Shorthand, Typing.	Law Office Secretarial Training, Real Estate Broker's Training, Shorthand, Typing.	Bookkeeping, Business Machines, Blueprint Reading & Sketching, Interior Decoration, Insurance Broker's Training, Manicuring, Modern Executive Development,	Bookkeeping Office Machines, Switchboard, Stenography, Typing. Roslyn (con't.) Programming, Shorthand, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT CHSD #2 Sewanhaka*	DISTRICT CHSD #2 Sewanhaka (con't.)	DISTRICT CSD #2 Syosset	DISTRICT UFSD #2 Uniondale	DISTRICT CHSD #1 Valley Stream
EDUCATION ADVANCEMENT:					
Adult Basic Education	yes		no	no	yes
High School Credit Courses	yes		no	no	yes
H. S. Equivalency Instruction	yes		yes	yes	yes
College Proficiency	no		no	no	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes		yes	yes	yes
Adult Testing	no		no	no	no
Guidance & Orientation, Career Planning for Women	yes		no	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	yes		yes	yes	yes
New Americans	yes		yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Civil Service Test Preparation, Data Processing, IBM Key Punch, Insurance Agent's & Broker's Training, Office Machines,	PBX Switchboard, Real Estate Agent's & Broker's Course, Shorthand, Stenotype, Typing, Vocational Beauty Culture, Vocational Homemaker's Assistant.	Machine Bookkeeping, Shorthand, Switchboard, Typing.	Bookkeeping, Shorthand, Typing.	Bookkeeping, Civil Service Preparation for Clerk Typist Exam, Computer Systems, Shorthand, Typing.

*Elmont, Franklin Square, Floral Park, New Hyde Park

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	Nassau County	Suffolk County			
	DISTRICT UFSD #1 Westbury	DISTRICT UFSD #6 Amityville	DISTRICT UFSD #12 Brentwood	DISTRICT Middle Country #1 Centereach	DISTRICT UFSD #33 Center Moriches
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	yes	yes	yes	yes	yes
High School Credit Courses	no	no	yes	no	no (future)
H. S. Equivalency Instruction	yes	yes	yes	yes	yes
College Proficiency	no	no	no	yes	no (future)
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	no	yes	yes	no
Adult Testing	no	no	yes	yes	no
Guidance & Orientation, Career Planning for Women	yes	no	yes	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	yes	yes	yes	no	no
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Business Machines, Data Processing, Shorthand, Typing.	Typing, Bookkeeping Machines, Switchboard Operation, Office Practice & Business Machines, Stenoscript.	Basic Office Practice, Key Punch Sorter Trainer, Blueprint Reading & Mechanical Drawing, General Printing & Graphic Arts.	Bookkeeping, Business Machines, Data Processing, Stenoscript Shorthand, Typing, Cosmetology.	Data Processing, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #13 Central Islip	DISTRICT UFSD #5 Copiague	DISTRICT #5 Half Hollow Hills	DISTRICT UFSD #6 Hauppauge	DISTRICT UFSD #3 Huntington
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	no	yes	no	yes	no
High School Credit Courses	no	no	no	no	yes
H. S. Equivalency Instruction	yes	yes	yes	yes	yes
College Proficiency	no	no	no	no	yes
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	no	no	yes	yes	no
Adult Testing	no	no	no	no	no
Guidance & Orientation, Career Planning for Women	no	no	no	no	yes
SPECIAL PROGRAMS:					
Senior Citizens	no	no	no	yes	yes
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Typing.	Shorthand, Typing, Bookkeeping, Business Machines.	Typing, Bookkeeping & Record Keeping, Computer Programming.	Office Practice, Bookkeeping, Data Processing, Typing.	Shorthand, Typing, Bookkeeping, Computer Programming, Basic Computer, Reader Development.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #2 Islip	DISTRICT UFSD #9 Islip (West)	DISTRICT UFSD #3 North Babylon	DISTRICT UFSD #4 East Northport Northport	DISTRICT UFSD #24 Patchogue
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	no	no	no	yes	yes
High School Credit Courses	yes	yes	no	yes	no
H. S. Equivalency Instruction	yes	yes	yes	yes	yes
College Proficiency	no	no	no	yes	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	yes	no	yes	yes
Adult Testing	no	no	no	no	no
Guidance & Orientation, Career Planning for Women	yes	no	no	no	no
SPECIAL PROGRAMS:					
Senior Citizens	no	no	no	yes	no
New Americans	yes	yes	yes	yes	yes
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Bookkeeping, Shorthand, Typing, Civil Service Examination Preparation.	Civil Service Examination Preparation, Typing, Office Machines, Shorthand.	Shorthand, Typing, Accounting.	Basic Medical Terminology, Steno Typing, Stenotype, Office Procedures.	Bookkeeping, Shorthand, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT CSD #2 Riverhead	DISTRICT CSD #5 Sachem	DISTRICT UFSD #6 Southampton	DISTRICT UFSD #13 South Huntington	DISTRICT CSD #2 Three Village
EDUCATIONAL ADVANCEMENT:					
Adult Basic Education	yes	yes	no	no	no
High School Credit Courses	no	no	yes	yes	no (future)
H. S. Equivalency Instruction	yes	yes	yes	yes	no
College Proficiency	no	no	yes	yes	no
COUNSELING, TESTING, GUIDANCE:					
Adult Counseling	yes	yes	yes	no	no
Adult Testing	yes	no	yes	no	no
Guidance & Orientation, Career Planning for Women	no	no	yes	yes	no
SPECIAL PROGRAMS:					
Senior Citizens	no	no	yes	no	yes
New Americans	yes	yes	yes	yes	no
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Typing, Bookkeeping.	Legal Secretarial Skills & Procedures, Typing, Bookkeeping, Shorthand.	Shorthand, Typing, Office Machines, Teacher Aide Training.	Typing, Shorthand, Bookkeeping, Data Processing.	Bookkeeping, Shorthand, Typing.

ADULT EDUCATION PROGRAMS IN THE PUBLIC SCHOOLS	DISTRICT UFSD #2 Westhampton Beach	DISTRICT UFSD #9 Wyandanch
EDUCATIONAL ADVANCEMENT:		
Adult Basic Education	no	yes
High School Credit Courses	no	no
H. S. Equivalency Instruction	yes	yes
College Proficiency	no	no
COUNSELING, TESTING, GUIDANCE:		
Adult Counseling	no	no
Adult Testing	no	no
Guidance & Orientation, Career Planning for Women	no	no
SPECIAL PROGRAMS:		
Senior Citizens	no	no
New Americans/	yes	no
SELECTED VOCATIONAL PROGRAMS FOR WOMEN:	Shorthand, Typing, Data Processing.	

Lewis A. Wilson Technological Center
Huntington, New York   11743
516-HA 7-4200

Offers pre-employment training, occupational extension of skills, or related instruction for apprentices, for adults. Programs of interest to women: Data Processing, Nursing Assistant, Licensed Practical Nurse, Advanced Accounting Machine Operation, Horticulture, Advanced Office Machine Operation, Legal Stenographer, Dressmaking.

G. Community Agencies in Nassau and Suffolk Counties Offering Education or Training Programs, Including Volunteer Programs

In addition to the institutions of higher education, and the public school adult education programs, courses are offered by many agencies and organizations in the community, some of which are vocationally oriented. While they do not offer degrees, in some cases certificates or other forms of recognition are awarded. Since these educational programs vary so much from year to year, the list here is meant to serve as a guide only. It is suggested that those interested contact the agency directly to learn what is available during any given semester.

Manpower Development and Training: A federal and state funded program which offers vocational training to unemployed and underemployed persons through the local office of the New York State Employment Service. This training is paid for by funds under the Manpower Development and Training Act, or the New York State Training Program. Under certain circumstances, training allowances and transportation allowances are available to trainees in these programs.

Trainees are selected and referred to specific training courses based on their abilities and experience, which are determined as a result of counseling in one of the local State Employment Offices. A staff of qualified vocational counselors meets with unemployed and underemployed persons who are not vocationally set to help them pursue a vocational goal that is realistic and promising in the current labor market.

Training opportunities that are available fall within the following classifications:

1. Institutional Courses, established occupational areas in which there are many job openings.
2. Individual Referral, training courses in private education and training institutions, which are approved for such purposes by the New York State Education Department.
3. On-the-Job-Training, which is established through an agreement with local employers and the New York State On-the-Job-Training specialist.

The training opportunities are in many diversified fields such as: Medical and Health Services, Office Occupations, Food Services, Beauty Culture, Drafting, Computer and Data Processing, and Electronic Occupations.

Because of the great demand for training, a priority system has been established for referral to most training opportunities. In order to be eligible for Manpower Training interested persons must contact their local State Employment office, as listed below:

Nassau County

247 Old Country Road
Hicksville, New York 11801
516-938-9100

Suffolk County

945 West Main Street
Riverhead, New York 11901
516-727-4340

Nassau County

25 Glen Cove Road
Glen Cove, New York 11542
516-671-2422

330 Great Neck Road
Great Neck, New York 11021
516-466-9205

84 North Main Street
Freeport, New York 11520
516- 623-1950

344 Fulton Avenue
Hempstead, New York 11550
516-486-3434

565 Willow Avenue
Cedarhurst, New York 11516
516-371-4220

Suffolk County

300 Lowndes Avenue
Huntington Station, New York 11746
516-421-3535

1730 Union Boulevard
Bay Shore, New York 11706
516-666-7480

293 East Main Street
Patchogue, New York 11772
516-475-1660

Long Island District Office
261 Old Country Road
Hicksville, New York 11801
516-938-9100

Suffolk Community Council, 850 Veterans Memorial Highway, (P.O. Box 221), Hauppauge, New York 11787. Central coordinating and placement agency in the areas of Education, Social Services, Health and Recreation.

Nassau County Board of Cooperative Educational Services (BOCES): offers many adult vocational education programs. These were formerly operated by the Vocational Education and Extension Board (VEEB). There are programs of interest to women in the following fields: Commercial Advertising Art, Commercial Food Trades, Data Processing, Office Occupations, Dental Assistant, Medical Assistant.

Courses are offered in the Fall and Spring semesters. Tuition ranges from $20 to $40 per course. The successful completion of a series of basic or advanced courses entitles the enrollee to a Certificate of Completion.

For Information, contact: BOCES, 286 Old Country Road, Mineola, New York 11501, 516-742-3000, Ext. 2295; 9 A.M. to 4:30 P.M.; evenings 7 to 9:45 P.M.; call 516-333-7966.

BOCES publishes a directory every fall and spring called "Adult Vocational Education - The Courses Available in Public High Schools of Nassau County." This directory is available at no cost.

Suffolk County Boards of Cooperative Educational Services (BOCES): are in the process of developing and expanding their adult vocational offerings. For offerings such as L.P.N., see Section on Manpower Development and Training, II G, page 49. For information about other programs, watch the local newspapers, check with the local school districts, or contact the individual offices:

Board of Cooperative Educational Services
First Supervisory District, Suffolk County
887 Old Country Road
Riverhead, New York 11901
516-727-3617

Board of Cooperative Educational Services
Second Supervisory District, Suffolk County
201 Sunrise Highway
Patchogue, New York 11772
516-475-0570

Board of Cooperative Educational Services
Third Supervisory District of Suffolk County
Deer Park Road
Huntington, New York 11743
516-427-4200

(See final listing under Adult Education in Suffolk County, Section II F, page 47.)

New York State Education Department, Division of Vocational Rehabilitation:

Nassau County

1000 Franklin Avenue
Garden City, New York 11530
516-747-6200

Suffolk County

98 Austin Avenue
Patchogue, New York 11772
516-475-6900

A public service designed to restore, develop or improve the working ability of handicapped individuals to the point where they can become satisfactorily employed.

Volunteer Training Programs: Volunteer activities provide an opportunity for adults to brush up on old skills, learn new ones, and try out a variety of working experiences, while providing service in their community. An increasing number of agencies and organizations offer training programs for volunteers. This training makes their service more valuable to the institution and at the same time more rewarding to the volunteers. For many, this type of professional level volunteer activity is an excellent choice before, during, or after embarking on a program of continuing education and/or employment.

Examples of community service agencies offering training programs for volunteer workers:

Nassau County Department of Social Services
1550 Franklin Avenue
Mineola, New York 11501
516-742-3000, Ext. 3877

Nassau County Job Development Center
Mitchel Gardens
Building 708 E
Stewart Avenue
Westbury, New York 11590
516-742-3000, Ext. 3179

American Red Cross
Nassau Branch
264 Old Country Road
Mineola, New York 11501
516-747-3500

Suffolk Branch
140 North Ocean Avenue
Patchogue, New York 11772
516-475-6200

Office of Mobilization for Democracy
240 Old Country Road
Mineola, New York 11501
Lists volunteer opportunities in Nassau County government offices and institutions.

Note: Most hospitals have volunteer programs with some sort of orientation or training.

H. Commercial Schools

The number, size and kind of commercial schools, the subjects they teach, the diplomas they offer, the placement assistance they give are as diverse as life itself, so that this category alone could fill a complete directory.

The following list merely suggests the range of subjects such schools teach: Accounting, Advertising, Air Line Careers, Art, Baby and Elderly Person Care, Barbering, Beauty Culture, Business, Charm, College Entrance Exam Preparation, Court Reporting, Data Processing, Designing, Dog Training, Drafting, Dramatics, Dressmaking, Driving, Electronics, Hotel Management, Interior Decorating, Key Punch Operation, Laboratory Technician, Memory Training, Modelling, Music, Piano Tuning, Reading Improvement, Real Estate, Swimming, Travel Bureau Instruction.

For information, read the newspaper advertisements; consult the yellow pages of the telephone directory, or write to: Directory of Private Trade Schools in New York State, Division of Special Occupational Services, 112 State Street, Albany, New York 12207, or the New York State Association of Registered Private Business Schools, 550 Fifth Avenue, New York, New York 10036.

Most commercial schools try to do what their brochures and advertisements promise. It is important, however, to be sure that the prospective student understands just what this is. He ought to read the materials carefully, and not hesitate to ask questions. If the school mentions employment, one ought to find out whether this means that it guarantees placement in a job, or that the school will simply suggest sources for jobs. Some commercial schools are registered, licensed or approved by the New York State Education Department, or by a professional accrediting association. If contemplating taking a course for a field that requires a license, write to the appropriate licensing bureau to be sure that the school is qualified to issue the license.

II. OCCUPATIONAL FIELDS--INFORMATION ON EDUCATION AND TRAINING

It is recognized that continuing education is motivated by desire for personal enrichment as well as the development of job skills. However, it was felt that this directory would be of most value if it focused on those programs which are vocationally oriented. Therefore, the list below of eleven fields, eighty-two subdivisions, was developed for the EPIC Directory. The fields selected are those in present and future demand, and are appropriate choices for mature women. Some are traditional fields, but many are new areas--jobs which did not exist ten or twenty years ago. Hopefully, an examination of this section will suggest new possibilities, and where they can be explored. The intention is to broaden vocational and educational horizons.

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A. Education Careers - Teaching, Non-teaching and Specialized Fields

Programs and Institutions	Degrees
Teaching Fields	
• Nursery Education Assistant	
Nassau Community College	A.A.S.
SUNY, Farmingdale	A.A.S.
• Early Childhood	
Adelphi University	B.A., M.A.
Hofstra University	B.A.
LIU, Graduate School	M.S.
C. W. Post College, LIU	B.S.
Queens College, CUNY	B.S. in Ed., M.S. in Ed.
St. John's University	B.S.
• Elementary Education	
Adelphi University	B.A., M.A.
Dowling College [formerly Adelphi-Suffolk College]	B.A.18 credits towards M.A.
(Teacher Assistant two years)	Non-professional Certificate Program
Brentwood College	B.S. in Ed.
Hofstra University	B.A., M.A., M.S., Ed.D.
LIU, Graduate School	M.S.
Molloy Catholic College for Women	B.A.
C. W. Post College, LIU	B.S.
Queens College, CUNY	B.S. in Ed., M.S. in Ed.
St. John's University	B.S., M.S., Ed.D.
Southampton College, LIU	B.A.
SUNY, Stony Brook	B.A. Teacher Certification
SUNY, Agricultural and Technical College, Farmingdale (Teacher-Aide Training Workshop, 20 sessions)	Non-professional, non-credit certificate of completion
• Secondary Education	
Adelphi University	B.A., M.A.
Dowling College [formerly Adelphi-Suffolk College] (Specialized Areas: English, Spanish, Social Studies)	B.A., 18 credits towards M.A.
Hofstra University (Specialized Areas: Art, Music, Business Education, English, Foreign Languages, Mathematics, Science, Social Studies, Speech)	B.A., M.A., M.S.
LIU, Graduate School (Specialized Areas: Biology, Chemistry, English, History, Mathematics, Physics, Political Science, Sociology, Music, Art, Speech)	M.S.
Molloy Catholic College for Women (Specialized Areas: Biology, Chemistry, English, French, History, Mathematics, Spanish, Speech)	B.A., Teacher Certification
PIB, Graduate Center (Specialized Areas: Science, Mathematics and Engineering)	M.S., Ph.D.

C. W. Post College, LIU (Specialized Areas: English, Social Studies, Science, Mathematics, Modern and Foreign Languages)	B.A.
Queens College, CUNY (For Specialized Areas see catalog)	B.S. in Ed., M.S. in Ed.
St. John's University (Specialized Areas: Biology, Chemistry, Physics, English, Modern Foreign Languages, Mathematics, Social Studies, Art, Speech, Accounting and Business Practice, Merchandising and Salesmanship, Distributive Education Subjects)	B.S., M.S., Ed. D., Ph.D.
Southampton College, LIU (Specialized Areas: Art, Music, Biology, Mathematics, History, Political Science, English, Geology, Marine Science, Zoology)	B.A.
Suffolk Community College	A.A. (further study required for provisional and permanent certification)

Non-Teaching Fields

• Guidance	
Hofstra University (Counselor Education,	M.S. in Ed., Diploma
Rehabilitation Counseling)	M.S.
LIU, Graduate School	M.S.
Queens College, CUNY	B.S. in Ed., M.S. in Ed., Professional Certificate
St. John's University	B.S., M.S., Professional Diploma
• School Psychology	
Adelphi University	Ph.D.
Hofstra University	B.A., M.A., Ph.D.
Queens College, CUNY	B.S. in Ed., M.S. in Ed., Professional Certificate
St. John's University	B.S., M.S., Ph.D., Professional Diploma
• Administration	
Hofstra University	M.S., Ed.D., Professional Diploma
Queens College, CUNY	Professional Certificate
St. John's University	M.S., Professional Diploma
• Curriculum Development	
Queens College, CUNY	Professional Certificate
St. John's University	M.S., Professional Diploma

Specialized Teaching Fields

• Art	
Hofstra University	B.S. in Ed.
LIU, Graduate School	M.S.
C. W. Post College, LIU	B.A.
Queens College, CUNY	B.S. in Ed., M.S.in Ed.
St. John's University	B.S.
Southampton College, LIU	B.A.
Suffolk Community College	A.A. (further study required)
• Business Education	
Hofstra University	B.B.A., M.B.A.
St. John's University	B.S.

Programs and Institutions	Degrees
• Health and Physical Education	
Adelphi University	M.A.
Hofstra University	B.A.
C. W. Post College, LIU	B.A.
Queens College, CUNY	B.S. in Ed., M.S. in Ed.
• Home Economics	
Cornell University, New York State College of Home Economics, offers a Summer Extension Program at Nassau Community College	Undergraduate and Graduate degree courses
Queens College, CUNY	B.S. in Ed., M.S. in Ed.
SUNY Agricultural and Technical College, Farmingdale (Food Technology)	A.A.S.
• Music	
Adelphi University	B.A.
Hofstra University	B.S. in Ed.
C. W. Post College, LIU	B.A., M.A.
Southampton College, LIU	B.A.
• Reading	
Adelphi University	M.S.
Hofstra University	M.S., M.A., Professional Diploma
Queens College, CUNY (English, Language Arts and Reading)	B.S. in Ed., M.S. in Ed.
• Special Education (Mentally Retarded, Emotionally Disturbed, etc.)	
Hofstra University	M.A., M.S., Ed.D.
Nassau Community College (Child Care)	A.A.S.
Queens College, CUNY	B.S. in Ed., M.S. in Ed.
St. John's University	B.S.
• Speech and Speech Improvement	
Adelphi University (Speech and Hearing Rehabilitation)	B.A., M.S.
Hofstra University	B.A. in Ed., M.A., M.S.
LIU, Graduate School (General Speech Education, Speech and Hearing Handicaps)	M.S.
Molloy Catholic College for Women	B.A.
C. W. Post College, LIU	B.A.
Queens College, CUNY (Communication Arts and Sciences)	B.S. in Ed., M.S. in Ed.
St. John's University	B.S.
Suffolk Community College	A.A.S. (further study required)

Note: See Section II E, page 32, for University Extension Programs on Long Island which offer Education Courses, i.e., undergraduate, graduate and non-credit.

B. Social Service

Programs and Institutions	Degrees
• Child Care (Special Children)	
Nassau Community College	A.A.S.
• Community Service Assistant	
SUNY Agricultural and Technical College, Farmingdale	A.A.S.

Programs and Institutions	Degrees
Suffolk Community College	A.A.S.
• Social Work	
C. W. Post College, LIU	A.A.S.
Sociology and Social Work	
Adelphi University	M.S.W.
Graduate School of Social Work	
Adelphi University	
Social Welfare	B.S.
Dowling College [formerly Adelphi-Suffolk]	18 credits towards master's degree, balance to be completed at Adelphi University, Garden City campus
• Recreational Supervision	
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
Suffolk Community College [projected for 1969]	A.A.S.
• Police Science	
Nassau Community College	A.A.S.
Suffolk Community College	A.A.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate
• Correctional Administration	
Suffolk Community College	A.A.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S.

C. Health Service Career Programs in Long Island Colleges and Universities, Community Agencies and Hospitals

Programs and Institutions	Degrees
• Registered Nurse (R.N.) Two Year	
Nassau Community College	A.A.S.
Queensborough Community College	A.A.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
Suffolk Community College	A.A.S.
• Registered Nurse Hospital Diploma Program (R.N.) Three Year	
• Queens County:	
Flushing Hospital and Medical Center	Diploma in Nursing
Creedmoor State Hospital	Diploma in Nursing
Queens Hospital Center	Diploma in Nursing
St. John's Hospital	Diploma in Nursing
• Suffolk County:	
Central Islip State Hospital	Diploma in Nursing
Kings Park State Hospital	Diploma in Nursing
Pilgrim State Hospital	Diploma in Nursing
Southampton Hospital	Diploma in Nursing
• Registered Nurse (R.N.) Four Year	
Adelphi University	B.S.
Molloy Catholic College for Women	B.S.
Queens College, CUNY (projected)	B.A.

Programs and Institutions	Degrees
• Public Health Nurse	
Adelphi University	B.S.
• Psychiatric Nursing	
Adelphi University	M.S.
• Medical Surgical Nursing	
Adelphi University	M.S.
• Licensed Practical Nurse	
Glen Cove Community Hospital (One Year)	L.P.N. License
Federal Manpower Development and Training Act Program for L.P.N. (One Year). Apply at New York State Employment Offices. See Listing under Manpower, this directory, page 49.	L.P.N. License
• Nursing Aides (Also attendants; psychiatric aides; geriatric aides. No schools for formal training in Nassau or Suffolk, "in-training" programs in hospitals)	
• Medical Technology	
Nassau Community College	A.S.
Queensborough Community College	A.A.S.
St. John's University	B.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
C. W. Post College, LIU (Medical Biology)	B.S.
• Dental Technology	
St. John's University	B.S.
• Dental Assistant	
Suffolk Community College (projected for 1969)	A.A.S.
BOCES, Nassau County, (see Section II-G, page 50)	Non-professional Certificate
• Dental Hygiene	
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
• X-Ray Technology (Radiology)	
College Programs:	
St. John's University (Four Year)	B.S.
C. W. Post College, LIU (Four Year)	B.S.
Nassau Community College (Two Year--projected for 1969)	A.A.S.
Suffolk Community College (Two Year--projected for 1969)	A.A.S.
Hospital Programs:	
Long Island Jewish Hospital	Two-Year Certificate
Mercy Hospital	Two-Year Certificate
Nassau Hospital	Two-Year Certificate
Meadowbrook Hospital	Two-Year Certificate
South Nassau Communities Hospital	Two-Year Certificate
• Physical Therapy	
Nassau Community College (projected)	A.A.S.
Suffolk Community College	A.A.S.

Programs and Institutions	Degrees
• Pharmacy	
St. John's University	B.S., M.S., Certificate
LIU, Graduate School	M.S.
• Operating Room Technician	
Nassau Community College	A.A.S.
• Inhalation Therapy Technician	
Nassau Community College	A.A.S.
• Psychiatric Assistant	
Dowling College [formerly Adelphi-Suffolk, projected for Fall, 1968]	Two-Year Certificate
• Medical Biology	
C. W. Post College, LIU	B.S., M.S.
Graduate School	
• Medical Secretary	
Nassau Community College	A.A.S.
Suffolk Community College	A.A.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
• Medical Office Assistant	
Dowling College [formerly Adelphi-Suffolk, projected for Fall, 1968]	Two-Year Certificate
Suffolk Community College (projected for Fall, 1969)	
BOCES, Nassau County (see Section II G, page 50)	Non-professional Certificate
• Medical Records Clerk	
No school for formal training	
In-hospital training, in all hospitals	
• Ward Clerks	
No schools for formal training	
In-hospital training, in all hospitals	

The following are vocational categories in the health services field for which no training programs are now offered on Long Island. They are listed for your information:

• Certified Nurse Anesthetist	R.N. and eighteen-month-hospital course
• Certified Nurse Midwife	R.N. and two-year in-service hospital course
• Medical Records Librarian	Five-year M.L.S. program
• Occupational Therapist	Five-year M.S. and one-year clinical internship
• Physiotherapist	Four-year B.S. and one-year clinical training
• Recreation Therapist	Four-year B.S. and one-year clinical training
• Refresher Courses for Registered Nurses	Offered day and evening, contact Nursing Office at individual hospitals.

Nassau Hospitals

Meadowbrook, East Meadow
Mercy, Rockville Center
Nassau, Mineola
North Shore, Manhasset
Long Island Jewish, New Hyde Park
Glen Cove Communities, Glen Cove
St. Francis, Manhasset
South Nassau Communities, Oceanside

Suffolk Hospitals

Good Samaritan, West Islip
St. John's Episcopal, Smithtown
Central Suffolk, Riverhead
Southampton, Southampton
St. Charles, Port Jefferson
Mather Memorial, Port Jefferson

D. Librarianship

Institutions and Programs	Degrees
• Dowling College [formerly Adelphi-Suffolk]	Certificate Library Assistant 49 credits and workshops
• LIU, Carlton and Winthrop Palmer Library School Public Librarians College and University Librarians	M.S.
• Queens College, CUNY School Librarians Public Librarians	M.L.S.
• St. John's University	M.L.S.
• SUNY Agricultural and Technical College, Farmingdale (two workshops of twenty sessions)	Non-professional, non-credit, completion certificate

E. Business (Including Data Processing and Secretarial Science)

Programs and Institutions	Degrees
• Accounting	
Adelphi University	B.B.A., M.B.A.
Hofstra University (Public and Industrial)	B.B.A., M.B.A.
Nassau Community College	A.S.
New York Institute of Technology	A.A.S., B.S.
C. W. Post College and LIU Graduate School (Accounting and Taxation)	B.S., M.B.A.
Queensborough Community College (Accounting and Taxation)	A.A.S.
Queens College (balance at Baruch School of Business, CUNY)	Two years, B.B.A.
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate
Suffolk Community College	A.A.S.
St. John's University (Accounting and Taxation)	A.A.S., B.S., M.B.A.
• Administration	
Adelphi University (Management)	B.B.A., M.B.A.
Dowling College [formerly Adelphi-Suffolk]	B.A.
Hofstra University (Management, Marketing, Business Statistics)	B.B.A., M.B.A.

Programs and Institutions	Degrees
LIU, Graduate School (Management)	M.B.A.
Nassau Community College	A.S.
New York Institute of Technology	A.A.S, B.S.
C. W. Post College, LIU (Management)	B.S.
Queensborough Community College	A.A.S.
Southampton College, LIU (General Management)	B.A.
Suffolk Community College	A.A.S.
• Banking, Insurance, Real Estate	
Suffolk Community College	A.A.S.
• Controllership	
St. John's University	M.B.A.
• Data Processing	
Nassau Community College	A.A.S.
New York Institute of Technology (Computer Technology)	A.A.S., B.S.
St. John's University (Computer Science)	B.S.
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate Program
Suffolk Community College	A.A.S.
BOCES, Nassau County (see Section II G, page 50)	Sequence of Courses Reading to Non-professional Certificate
• Finance and Investments	
Hofstra University	B.B.A., M.B.A.
LIU Graduate School	M.B.A.
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
• Industrial Management	
PIB, Graduate Center	M.S.
• Marketing	
Hofstra University	B.B.A., M.B.A.
LIU, Graduate School	M.B.A.
Nassau Community College	A.A.S.
C. W. Post College, LIU	B.S.
Queensborough Community College	A.A.S.
St. John's University	A.A.S., B.S., M.B.A.
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate
• Office Management	
Nassau Community College	A.A.S.
• Personnel Administration	
St. John's University	A.A.S., B.S., M.B.A.
• Quantitative Systems and Analysis	
LIU, Graduate School	M.B.A.
• Real Estate	
Adelphi University (Appraising and Valuations)	Non-professional Certificate
Dowling College [formerly Adelphi-Suffolk]	Preparation for New York State License Exam
Hofstra University	Non-credit courses
• Retailing	
Nassau Community College	A.A.S.
St. John's University	A.A.S.
Suffolk Community College	A.A.S.

Institutions and Programs	Degrees
• Secretarial Science	
Nassau Community College (Options: Legal, Executive, Medical)	A.A.S.
New York Institute of Technology	A.A.S, B.S.
Queensborough Community College	A.A.S.
SUNY Agricultural and Technical College, Farmingdale (Options: Legal, Medical, Advertising, Industrial)	One-year Non-professional Certificate, A.A.S.
Suffolk Community College (Options in A.A.S. Program for Administrative Assistant: Accounting and Data Processing; Legal Stenographer; Social Service Stenographer; Foreign Language Secretary)	One-year Non-professional Certificate, A.A.S.
BOCES, Nassau County (Office Occupations)	Sequence of Courses Leading to Non-professional Certificate
• Scientific Decision Making	
Hofstra University	M.B.A.

F. Home Economics

Institutions and Programs	Degrees
• Cornell University, New York State College of Home Economics, Summer Extension Program at Nassau Community College	Undergraduate and Graduate Courses
• New York University Department of Home Economics Graduate Extension Courses at Nassau County Extension Service and Syosset High School	Courses for Graduate Credit
• Queens College, CUNY	B.A., B.S. in Ed. M.S. in Ed.
• SUNY Agricultural and Technical College, Farmingdale	A.A.S. in Food Technology
• BOCES, Nassau County (Commercial Food Trades, see Section II G, page 50)	Sequence of Courses Leading to a Non-professional Certificate

G. Engineering, Pre-Engineering and Technologies

Institutions and Programs	Degrees
• Hofstra University	B.S.
• LIU, Graduate School Management Engineering	M.B.A.
• Nassau Community College Engineering Science and Technology	A.S.
• New York Institute of Technology (Technologies: Architectural, Computer, Electrical, Mechanical)	A.A.S., B.S.
• C. W. Post College, LIU Engineering Science	B.S.

Institutions and Programs	Degrees
• Queensborough Community College (Pre-Engineering)	A.S., A.A.S.
• St. John's University (Pre-Engineering) Special Five Year-Program with New York University School of Engineering and Science	B.S.
• PIB, Graduate Center (Eleven Engineering Programs)	M.S., Ph.D.
• SUNY Agricultural and Technical College, Farmingdale (Pre-Engineering and Engineering Technologies--see college catalog)	A.S.
• SUNY, Stony Brook	B.E., M.S., Ph.D.
• Suffolk Community College (Engineering Science, Pre-Engineering)	A.S.

H. Communications

Institutions and Programs	Degrees
• New York Institute of Technology Communication Arts	A.A.S., B.S.
• Queens College, CUNY	
Communications Art and Sciences	
Communicative Disorders	B.A.
Interpretation	B.A.
Language, Phonetics, Speech Science	B.A.
Mass Communications	B.A.
Public and Group Communications	B.A.
Speech Education	B.A., M.A., M.S. in Ed.
Phonetics--Speech and Hearing Science	Ph.D.
Speech Pathology	Ph.D.
Audiology	Ph.D.
• St. John's University Communication Arts	B.S.
• Suffolk Community College Telecommunications	A.A.S.

I. Art and Related Fields

Programs and Institutions	Degrees
• Advertising Design	
New York Institute of Technology	A.A.S., B.A.
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate
• Art	
SUNY, Stony Brook	B.A.
• Art History	
C. W. Post College, LIU	B.A.
• Communication Arts	
New York Institute of Technology	A.A.S., B.A.
Queens College, CUNY	B.A.

Programs and Institutions	Degrees
• Creative Art Studio	
C. W. Post College, LIU	B.A.
• Fine Arts	
New York Institute of Technology	A.A.S, B.A.
St. John's University	B.F.A.
Southampton College, LIU	B.A.
Hofstra University	B.A., B.S. in Ed.
• Graphic Arts and Advertising Technology	
SUNY Agricultural and Technical College, Farmingdale	A.A.S., Non-professional Certificate
• Industrial Art	
SUNY Agricultural and Technical College, Farmingdale	Non-professional Certificate
• Interior and Stage Design	
New York Institute of Technology	A.A.S, B.A.
• Ornamental Horticulture	
SUNY Agricultural and Technical College, Farmingdale	A.A.S.
• Theatre Arts	
Adelphi University	M.A.
Queens College, CUNY	B.A.
SUNY, Stony Brook	B.A.

IV. SPECIAL WAYS OF OBTAINING HIGH SCHOOL AND COLLEGE CREDIT

A. High School Equivalency Instruction offers preparation to adults who have not completed high school and wish to take a series of High School Equivalency tests. Satisfactory completion of these tests leads to a G.E.D., General Equivalency Diploma, which is issued by the State Education Department. A General Equivalency Diploma is the legal equivalent of a diploma issued by a local high school and meets City, State and Federal Civil Service requirements. Many colleges admit students with high school equivalency examination scores, accepting the scores in place of a full high school transcript. Many adult education programs offer semester-long courses which prepare individuals for the examination.

Note: Sewanhaka Evening High School is the testing station in Nassau for the New York State High School Equivalency Examination. Applicants must be eighteen years of age, be out of school one year and legal residents of the State of New York. The exam covers grammar, literature, mathematics, science, and social studies. The exam lasts ten hours and is given at Sewanhaka on Friday evening and Saturday morning approximately once each month. The test fee is $6. In Suffolk County contact your local BOCES see Section II G, pages 50-51.

For Information and Guidance, contact: The local public school adult education program or local high school. See Section II F, Adult Education, on pages 36-47 of this directory; or Assistant Commissioner for Examinations and Scholarships, State Education Department, Albany, New York 12224.

For Reference, check: How to Pass High School Equivalency Examinations, New York: 1967, College Publishing Corporation, $3.95. See also Section IV G, page 65.

B. High School Credit Programs are offered in public school adult education programs to students who wish to obtain credit to complete a regular high school diploma. This necessitates obtaining a transcript of one's high school record, an evaluation by a guidance counselor, and then completion of the missing units.

C. Advanced Placement is possible in many colleges for students who have completed a college level course taken in a secondary school and who have done well in the appropriate Advanced Placement Examination (sponsored by the College Entrance Examination Board with the help of the Educational Testing Service). Each college makes its own decisions regarding advanced placement. They may grant credit or advanced placement , or both.

D. College Proficiency Examinations in more than thirty subjects are offered by the New York State Education Department to those who have gained mastery of a college level subject through non-campus study or experience, and want to earn college credit. Anyone, upon proper application, and payment of a $15 fee, may take a College Proficiency Examination. There are no prerequisites and a hundred and twenty colleges in New York State have agreed to grant credit to those who meet their standards on the basis of the examination. Those who have completed their undergraduate studies but who need to satisfy some specific course requirements for a New York State Teaching Certificate or a New York City Teaching License, may also take College Proficiency Examinations.

For Information, contact: College Proficiency Examination Program, New York State Education Department, Albany, New York 12224.

E. College Credit by Examination is sponsored by The College Entrance Examination Board. It is a nationwide program designed to provide college credit for adults who have mastered particular subjects through life and/or work experience, military service, on-the-job-training, correspondence, and adult education courses, industrial training, or other means.

Examination results may be used for college credit, professional advancement, licensing requirements, or certification requirements.

For Information, contact: College Level Examination Program, P.O. Box 977, Princeton, New Jersey 08540.

F. The Independent Study Program of the State University of New York offers correspondence instruction at the college level for students unable to attend classes on campus, or who wish to take certain courses this way in addition to on-campus study. It is a good solution for some whose schedules are very full, because of the greater flexibility of hours devoted to studies and examinations. The fee is $13.50 per semester hour for undergraduate credit, or tuition-free for the non-credit student.

For Further Information, contact: Independent Study Program, Office of Continuing Education, State University of New York, P.O. Box 6271, Albany, New York 12206.

This program is adminstered through the following campuses on Long Island: Nassau Community College; SUNY Agricultural and Technical College, Farmingdale; Suffolk Community College; SUNY, Stony Brook; Queensborough Community College (no programs currently).

Current areas of study include: Anthropology, Business Administration, Criminology, Economics, Education, Engineering, Graphics, English, English Literature, French, Geology, German, History, Mathematics, Philosophy, Political Science, Psychology, and Sociology.

G. Home Study, through accredited correspondence schools, is especially suited for busy people who wish to increase their knowledge and skills. There is no need to give up a job, leave home or lose income. Work is done at one's own pace. The National Home Study Council is an accrediting commission that evaluates private home study schools in terms of educational, ethical and business standards.

For Further Information and a List of Accredited Home Study Schools, contact: National Home Study Council, 1601 Eighteenth Street, N.W., Washington, D.C. 20009. Another helpful source of information for home study is, "Guide to Correspondence Study in Colleges and Universities," published by: National University Extension Association, 122 Social Science Building, University of Minnesota, Minneapolis, Minnesota 55455. Cost 50¢.

H. T.V. High School, produced by the Manpower Education Institute of the American Foundation on Automation and Employment in New York City, is designed to help viewers to pass the high school equivalency test. Sixty half-hour lessons of instruction in five required areas. For information about where these programs might be offered (available on video tape to educational institutions), write to: Office Career Training, Box 310, Grand Central Post Office, New York, N.Y. 10017.

I. Degree Programs for Adults off Long Island with Minimal On-Campus Residence Requirements. Several colleges throughout the country have programs for adults who wish to earn degrees without attending regular classes. By a combination of independent study, correspondence study, credit for life experience, and short-term residence requirements (usually several weeks a year), a bachelor's degree can be earned. The following are the nearest schools offering such programs: Adult Continuing Education, Queens College, CUNY: Brooklyn College, CUNY (New York); Syracuse University (Syracuse, New York); Goddard College (Plainfield, Vermont).

V. IMPORTANT INFORMATION FOR THE "RETURNER"

A. Matriculation: This is the term used in education for the procedure by which one officially becomes a candidate for a degree. In a particular institution a person is matriculated when he has met all the necessary prerequisites and admission requirements, has applied for matriculation and been officially accepted as a candidate for a particular degree by the institution which will grant the degree.

In many evening colleges, one may take credit courses even if the individual never completed high school and has no diploma or its equivalent. For those who plan to go on for a degree, however, it is wise to arrange an appointment with a counselor before taking too many courses in order to know what prerequisites might have to be fulfilled, and to get help in working out the best individual program. Many institutions limit the number of credits that can be completed on a non-matriculated basis.

B. Counseling: Most educational institutions have on their staffs individuals specially trained in guidance and counseling. Some counsel only in education; some in vocational and career guidance as well; some in testing, personal problems, and other guidance areas.

More and more institutions with programs for adults have one or more individuals with special professional preparation in counseling adult men and women. They are knowledgeable; trained in interpreting information given them; can often save applicants hours of research, and sometimes years of floundering in inappropriate educational and vocational programs.

In the individual listings of institutions of higher education on Long Island, the particular title or office of the counselor for adults has been specified, wherever possible. Contact them for an appointment. Make notes of questions that need answering. Bring transcripts or other material to the interview that will be helpful.

Do not hesitate to ask what may seem the most elementary question to you. Men and women who work in the field of counseling have training, insight, and understanding and are therefore able and eager to help.

If there is a subject not covered adequately in this guidebook that bears some special significance for a particular person, such as education for veterans, or credit for education in foreign schools, ask a counselor.

C. Transfer Credit: The term transfer credit is applied to courses for which a particular degree-granting institution is willing to give partial or full credit, even though the course or courses were taken at another institution, at another time or through independent study, or by some other means.

Practice varies from institution to institution, so that it is essential to check with the institution from which you hope to earn a degree, before registering for a course elsewhere. Usually transfer credit is allowed for courses which are similarly described in different catalogs. Some institutions will not give credit for courses after a given time lapse, although this situation is sometimes modified in an appropriate case.

Catalogs usually have a paragraph on the transfer credit policy of the particular institution. Grades are sometimes a factor.

When an institution agrees to give transfer credit, it is important to get an official statement in writing from the accepting institution.

D. Tests and Testing: The field of testing is a large and complex one. It is possible to be tested for vocational preferences, for aptitudes, for specific skills, for general intelligence, for psychological factors, for information in particular areas. There are entrance examinations or tests for admission to some institutions; there are tests for civil service positions.

Usually, however, where the field of testing is mentioned, reference is made to tests that help an individual find direction in education, employment, career and general goals.

Tests by themselves are not a total answer for anything, according to testing experts. Tests are one means of helping a person see himself as others see him. Except for specific exams for specific purposes such as college admission or civil service, there are no passing or failing grades in testing. To keep the proper perspective try to relax and enjoy them.

Sources for vocational and aptitude testing on Long Island and vicinity:

New York State Employment Offices
(when indicated - no fee)
see listing, Section II G,
page 49.

Nassau County Vocational Center
for Women
33 Willis Avenue
Mineola, New York 11501

B'nai B'rith Vocational Service of
New York
315 Lexington Avenue
New York, New York 10016

Hofstra University
1000 Fulton Avenue
Hempstead, New York 11500

Vocational Service Center
Y.M.C.A.
11 East 36 Street
New York, New York 10016
(women welcome)

Nassau County Job Development Center
Mitchel Gardens
Stewart Avenue
Westbury, New York 11590

Archdiocesan Vocational Service
122 East 22 Street
New York, New York 10010

Federation Employment and Guidance
Service
215 Park Avenue South
New York, New York 10003

New York University Testing and
Advisement Center
Washington Square East
New York, New York 10003

E. Transcripts: A transcript is an official record of courses taken and grades received at an educational institution. A student's copy can usually be obtained on request. Sometimes a nominal fee of $1 or $2 is charged. If it is possible, it is helpful to have transcripts of previous education in a folder when going for a counseling appointment. The more the counselor knows about what subjects have been studied at one time or another, the more helpful he or she can be.

When an institution requires an official transcript for admission purposes, transfer credits, matriculation, graduation or some other pertinent reason, a student must request the institution that has the record to send an official transcript directly to the school which requires it, without its passing through the applicant's hands.

For married women, widows, or divorcees, if the applicant's transcript bears a maiden name, she must be sure to give both institutions both names. If there has been an address change from that on the transcript, give the old and new addresses for proper identification.

F. Financial Aid: Unfortunately there is little scholarship aid available for the part-time undergraduate student, although pressure is being brought to bear on federal and state governments to remedy this situation. However, there is financial aid available for part-time graduate students particularly in the "helping" professions, i.e., social work, education and health services. Part-time undergraduate students are sometimes eligible for state and federal low-interest loans through the New York State Higher Education Assistance Corporation and the National Defense Student Loan Program, and loans are available for vocational students through the National Vocational Student Loan Insurance Act of 1965.

The best source of information about loans and scholarships can be obtained from the financial aid officer of a participating institution, but helpful general information can be had by writing for: "Student Assistance Handbook," Superintendent of Documents, United States Government Printing Office, Washington, D.C. 20402; cost 60¢, in which state, federal and private aid sources are listed. For free booklets write to: Division of Student Financial Aid, United States Department of Health, Education, and Welfare, Office of Education, Washington, D.C. 20202.

Danforth Foundation Graduate Fellowships For Women: This fellowship is available only to adult women. Each year approximately thirty-five fellowships are awarded to college graduates for full-time or part-time study for a master's or doctor's degree, in preparation for college or secondary school teaching. Candidate may not be full-time teacher or full-time graduate student at time of application. For full details and application (due early February), contact Director, Graduate Fellowships for Women, The Danforth Foundation, 607 North Grand Boulevard, St. Louis, Missouri 63103.

Note: In some states, American Association of University Women Fellowships are available for women returning to education but New York is not included.

G. Sub-Professional Careers and Training: In recent years there has been an important development in the "helping" professions (teaching, social work, health, etc.), the growth of a new occupational level called "sub-professional," or "para-professional" (the assistant to the professional).

The growing demand for services in these fields, and the more complex duties of the professional, have given increasing acceptance of the importance of this new vocational category, with indication of significant growth in the number and variety of such jobs.

A sub-professional is a person with specialized training, but not as extensive an education and experience as the professional. He or she is able to undertake, under supervision, those aspects of the professional's job which do not require the additional qualifications.

Sometimes a two-year college associate degree is required; sometimes, a one-year certificate program; and in some cases, short concentrated training periods.

A few examples of sub-professionals are nursery school assistant, community service assistant, dental hygienist, nurses aide, inhalation therapy assistant, recreation aide, and teacher aide. Some of these are not new, some are very new, and there are new ones developing constantly.

Several factors make this development of special interest to the mature woman; the training is not necessarily prolonged; the hours are sometimes flexible; her maturity and life experience are an asset.

H. On-The-Job-Training in Private Industry: This kind of training is offered by many large companies in Nassau and Suffolk Counties. Some of the opportunities for training exist in:

1. Insurance and mutual fund companies, whose training programs are

given in preparation for state licensing.

2. Banks, which have training programs for tellers.
3. Data processing companies, which train typists to do key punching.
4. Direct selling companies, **which train** their sales staff.
5. The Telephone Company, which trains PBX operators for individual firms that request such training for an employee.

For further information consult local newspapers, and for this special information particularly The Long Island Daily Review, and check with the Long Island Commerce and Industry Association and local Chambers of Commerce. The Nassau County Vocational Center for Women keeps an up-to-date file on this kind of information. (See Section VI, page 70 of this directory. For Manpower On-the-Job Training see Section II G, page 49 of this directory.)

I. Civil Service: Local, county, city, state and federal governments offer innumerable positions for which some special training is required and for which special examinations are given. Sometimes courses are available to help prepare for such examinations. The following listing indicates where to find the necessary information.

Nassau County Civil Service Commission
140 Old Country Road
Mineola, New York 11501
516-747-1134

Suffolk County Civil Service Commission
County Center
Riverhead, New York 11901
516-727-4700

New York State Civil Service Commission
Room 1100
270 Broadway
New York, N. Y. 10007
212-488-6606

Interagency Board of U.S. Civil
Service Examiners
Federal Office Building
26 Federal Plaza
New York, N.Y. 10007
212-264-0422

Note: Many State and Federal Civil Service jobs are located on Long Island, but inquiries must be made through central offices. Look for listings in schools and post offices, or buy The Leader, a weekly newspaper devoted to civil service matters, for further information about job openings and examination dates. The Nassau County Vocational Center for Women (see page 70) has up-to-date information on training for employment in civil service.

VI. PROGRAMS AND SERVICES FOR MATURE WOMEN OFFERED IN THE METROPOLITAN AREA

Because the needs of mature women are often different from those of other adults, and because the number of them searching for continuing education is constantly increasing, special orientation programs, time schedules, and other services have been established.

The following list describes those on Long Island, as well as some in the New York metropolitan area which might be helpful.

A. Educational Programs: The following Long Island colleges specifically welcome part-time students during the day. Check the fact sheet for each college in Section II for details.

College	Program
Suffolk Community College	SCORE (Suffolk College's Opportunity for Resuming Education)
Nassau Community College	MAP (Mature Adult Program)
Queensborough Community College	General Studies School
Hofstra University	Institute for Community Education and University College
Long Island University	Center for Adult Studies
Long Island University Graduate School of Education	Teacher Reserve Center
Molloy Catholic College for Women	Flexible program within College
Queens College, CUNY	ACE (Adult Continuing Education) also flexible program within College
Adelphi University	University College

B. Orientation Workshops: In response to the growing demand from mature women interested in returning to school and/or the labor market, several Career Guidance Programs have been established on Long Island. These programs, usually offered as short-term non-credit workshops are designed to help the individual find direction in continuing education, employment and/or community work. Group guidance techniques involving discussion, exploration of new opportunities, career information, specific employment tools (resumes, interviews, etc.), evaluations of abilities and aptitudes, are geared to the needs of the mature person seeking "new horizons" or a resumption of earlier life goals. Details can be found in Section II under the appropriate college or adult school, but they are listed here for ready reference.

School	Program
Hofstra University	Career Horizons for Women
Nassau Community College	Community Wide Vocational Advisory Seminars
SUNY Agric. and Tech. College, Farmingdale	Gateway to Careers for Women
Port Washington Adult Education Program	World of Work for Women

Note: Port Washington is listed since it was the first adult education district on Long Island to offer this kind of workshop, but such orientation programs were given in several communities in 1967-1968, and the number is expected to increase. Check chart in Section II F and the local school district brochure.

C. Counseling Services and Centers:

Long Island Centers

Nassau County Vocational Center for Women, 33 Willis Avenue, Mineola, New York 11501 Tel. 516-742-3939. An official County agency which provides, at no charge, up-to-date information on careers for women, the local labor market, vocational training and college programs, and offers referral services for training and placement. Vocational testing and counseling as indicated and a browsing library is available. Interviews are by appointment.

Long Island Educational-Vocational Counseling System for Adults. A newly formed consortium of institutions and agencies involved in vocational and educational counseling of adults at all levels. Through a central office, the System will coordinate existing programs, centralize and disseminate information, refer clients to appropriate resources, and establish counseling, educational, and training programs as needed. For information, contact, 516-742-3939 (subject to change in Fall, 1968).

D. Centers in Neighboring Communities

Sarah Lawrence College, Center for Continuing Education and Community Studies, Bronxville, New York 10708. Educational counseling available to all women at a fee of $10.

Career Information and Planning Service for Women, New York University in White Plains, 200 Bloomingdale Road, White Plains, New York 10605. Employment and educational programs in New York metropolitan area, information about opportunities available to all women at no charge.

New York State Guidance Center for Women (agency of Rockland Community College), 12 Campbell Avenue, Suffern, New York 10901. Educational and vocational counseling and selected testing, available to all women at no charge.

Vistas for Women's Program, Young Women's Christian Association of Central Westchester, 515 North Street, White Plains, New York 10605. Vocational counseling, available to all women at a nominal fee.

Alumnae Advisory Center, 541 Madison Avenue, New York, New York 10022. Two-hour seminar followed by personal interview, for job placement after long absence from the labor market, available to all women at a fee.

E. Programs in Neighboring Communities

Not on Long Island, but near enough to be of interest to some Long Island women are:

New School for Social Research, Human Relations Center, 66 West 12th Street, New York, New York 10011. Credit certificate and non-credit courses.

New York University, Westchester Project, White Plains. For information write to The Westchester Project, Washington Square, New York, New York 10003. Part-time, daytime program in White Plains, for master's degree in Social Work, or Early Childhood and Elementary Education.

Sarah Lawrence College, Center for Continuing Education and Community Service, Bronxville, New York 10708. Part-time study to complete bachelor's degree and several special part-time graduate programs.

Yeshiva University, Amsterdam Avenue & West 186th Street, New York, New York 10033. Part-time schedules for undergraduate study; also for Master of Social Work degree.

VII SOURCES OF HELPFUL INFORMATION

A. Federal

Women's Bureau
United States Department of Labor
Washington, D.C. 20210

This federal agency collects, interprets and publishes facts relating to women workers; plans programs to strengthen women's position and to create understanding of their contribution to the national economy; cooperates with national, state and local groups to improve the status of wage-earning women through legislation; and assists in programs for women leaders from other countries.

Publications include: "Publications of the Women's Bureau," Leaflet #10, available at no cost; "Continuing Education Programs and Services for Women," Pamphlet #10, 40¢; "Federal Careers for Women," 10¢; and 1966-67 Occupational Outlook Handbook - Career Information for Use in Guidance, $5. (A limited number of free reprints of specific job descriptions is available.) The above publications may be ordered from: Superintendent of Documents, Government Printing Office, Washington, D.C. 20402.

B. New York State

Women's Program
Department of Commerce, New York State
230 Park Avenue
New York, New York 10017

It is responsible for publishing "Job Horizon Series," pamphlets on careers for women, available at no cost. It offers services to women interested in developing their own businesses.

Women's Unit, New York State
Office of the Secretary to the Governor
22 West 55th Street
New York, New York 10019

This office publishes "Women's Unit News" and acts on behalf of women's interests in New York State.

C. County

Nassau County Vocational Center for Women
33 Willis Avenue
Mineola, New York 11501
(see also Section VI, page 70)

Nassau Library System, Adult Services Department, has prepared an excellent bibliography, "Business Becomes You - A Guide for Women Re-Entering the World of Work." This leaflet lists books published between 1965 and 1968, and is available at all Nassau County libraries.

VOGUE Occupational Guides
Board of Cooperative Educational Services, Nassau County
131 Jericho Turnpike
Jericho, New York 11753

These consist of two hundred guides prepared after study of the Nassau and Suffolk County labor market, for use by guidance counselors and students in high schools and two-year colleges, which may be of interest to adults. They provide descriptive material on demand and entry level occupations. These guides are available for reference in selected high school and two-year college counseling offices, and in the reference rooms of the public libraries in Nassau County.

D. Additional Sources:

Business and Professional Women's Foundation, 2012 Massachusetts Avenue, N.W., Washington, D.C. 20036. This organization publishes "Continuing Education for Women, A Selected Annotated Bibliography."

American Association of University Women, Educational Foundation, Inc., 2401 Virginia Avenue, N.W., Washington, D.C. 20037. A guide called "New Careers for Women 1970-80" is available for 35¢.

Additional career information is available from the professional associations, such as the National League of Nursing, American Occupational Therapy Association, among many others.

"You Can Do It"

At the age of six, the first day of school can be very frightening. At twenty-six, thirty-six, and even sixty-six, a return to the classroom may cause just as much anxiety. Whether your decision is to complete high school, start college, complete college, embark on graduate training, or take a vocationally oriented non-credit course, or pursue any form of continuing education, it is hoped that this directory has helped to allay some of this apprehension.

It should also be encouraging for you to know that you are not alone. Throughout this country, at an increasing rate through the last decade, adults are returning to educational institutions. The trend is assuming such proportions that some experts see "continuing education" as a part of every adult's life in the near future. The performance of those returning to school has been excellent. Many older students get even better grades than they did in their early years because of increased motivation and maturity.

Here are some general suggestions which have been found helpful to the "returner":

1) Start in a small way (it is advisable to be conservative and not take on more than you can handle at the beginning).
2) Brush up on your study skills (some colleges offer special orientation programs to "returners" on how to use a library, take notes, plan study time, etc.).
3) Organize your time carefully (your family and your studies must have appropriate and separate shares, or both may suffer).
4) In discussing your goal with a counselor, work out both short- and long-term plans.

The rewards of continuing study are great. They include intellectual stimulation, preparation for involvement in paid or volunteer activities outside the home, social benefits, additional ties with school-age children and an insight into their problems, personal satisfaction of achievement, general life enrichment.

The following anecdote from a syndicated columnist makes a telling point. Ann Landers received a letter from a woman who said "I'd like to go back to school for a college degree. But my children are still at home, so I can only attend part time. That way, it will take me seven years, and by then I'll be forty-two!" Ann Landers' answer was, "And how old will you be in seven years if you don't return to school?"

Good luck--you can do it!

Beverly Fuchs

Beverly Fuchs, Coordinator
Programs under Title I
Higher Education Act of 1965
SUNY at Farmingdale

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